CANTON ADMINISTRATION BUILDING
1150 S. CANTON CENTER ROAD
CANTON, MI 48188
REGULAR BOARD MEETING
AUGUST 13, 2024
The Canton Township Board of Trustees will also offer this meeting by video teleconference.

Individuals may attend the meeting in person or join the video teleconference by going to:
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Webinar ID: 875 2258 0861

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7:00 P.M.:
CALL TO ORDER
ROLL CALL: BORNINSKI, FOSTER, GANGULY, GRAHAM-HUDAK, SIEGRIST, SLAVENS, SNEIDEMAN
PLEDGE OF ALLEGIANCE
ADOPTION OF AGENDA
APPROVAL OF MINUTES: JULY 23, 2024
PUBLIC COMMENT ON AGENDA ITEMS ONLY
PAYMENT OF BILLS

CONSENT CALENDAR:

1) CONSIDER INCREASING BLANKET PURCHASE ORDER FOR MACQUEEN EQUIPMENT (MSD)

2) CONSIDER REQUEST TO INCREASE PURCHASE ORDER ISSUED TO GSI, INC., FOR SECURITY CAMERA SYSTEM REPAIRS (POLICE)

GENERAL CALENDAR:

1) CONSIDER APPROVAL OF A THREE-YEAR CONTRACT WITH SAK CONSTRUCTION LLC FOR AS-NEEDED SANITARY SEWER MAINTENANCE AND REPAIR SERVICES AND CONSIDER WAIVING THE BID PROCESS (MSD)

2) CONSIDER INCREASING THE PURCHASE ORDER TO AM HIGLEY FOR THE PUBLIC WORKS STORAGE FACILITY EXPANSION (MSD)

3) CONSIDER AWARDING A CONTRACT AND PURCHASE ORDER TO REPLACE THE FOLDING PARTITION DIVIDERS AND TRACK SYSTEM AT THE FELLOW CREEK GOLF COURSE BANQUET CENTER (MSD)

4) CONSIDER APPROVAL OF A CREW LEADER - MAINTENANCE TECH IV POSITION (MSD)

5) CONSIDER AWARDING A CONTRACT AND PURCHASE ORDER TO REPLACE THE HVAC SPLIT SYSTEM IN THE ITI SERVER ROOM (MSD)

6) CONSIDER APPROVAL OF A PURCHASE ORDER TO MICHIGAN CAT FOR THE INSTALLATION OF A GENERATOR AT THE FLEET SERVICES BUILDING (MSD)

7) CONSIDER APPROVAL OF A PURCHASE ORDER FOR CRIMBOLI NURSERY, INC. FOR THE SUMMIT PARKWAY TREE PLANTING SERVICES (CLS)

8) CONSIDER APPROVAL TO EXTEND AGREEMENT WITH NANKIN TRANSIT COMMISSION AND APPROVAL OF THE MUNICIPAL CREDIT AGREEMENT WITH SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION (SMART) (CLS)

9) CONSIDER APPROVAL OF A BID AWARD FOR PRESERVATION PARK PAVILION CONSTRUCTION (CD)

10) CONSIDER APPROVAL OF TWO PURCHASE ORDERS FOR THE ENGINEERING ASSISTANCE IN CHERRY HILL VILLAGE (CD)

11) CONSIDER AWARDING A BID FOR THE AUDIO-VISUAL INSTALLATION SERVICES FOR THE CHERRY HILL VILLAGE FACTORY BUILDING (CD)

12) CONSIDER AWARDING A BID FOR THE GENERAL CONSTRUCTION OF THE CHERRY HILL VILLAGE FACTORY BUILDING (CD)

13) CONSIDER BID AWARD FOR CABLE STUDIO NETWORK ATTACHED STORAGE (NAS) SYSTEM AND SERVER ROOM UPGRADES (CD)

14) CONSIDER FIRST READING OF AN AMENDMENT TO THE CANTON TOWNSHIP CODE OF ORDINANCES, CHAPTER 46 OFFENSES AND MISDEMEANOR PROVISIONS (POLICE)

15) CONSIDER FIRST READING OF AN AMENDMENT TO THE CANTON TOWNSHIP CODE OF ORDINANCES, CHAPTER 70 ADOPTION OF UNIFORM TRAFFIC CODE (POLICE)

16) CONSIDER APPROVING AN AMENDMENT TO THE PURCHASE ORDER ISSUED TO KIESLER POLICE SUPPLY, INC., WITH AN ASSOCIATED 2024 POLICE BUDGET AMENDMENT (POLICE)

17) CONSIDER APPROVING A ONE-YEAR CONTRACT RENEWAL WITH MICHIGAN POLICE LEGAL ADVISOR GROUP (POLICE)

18) CONSIDER APPROVING AN AGREEMENT FOR CONSULTING SERVICES BETWEEN CANTON TOWNSHIP AND TREATMENT INTERVENTION SERVICES, LLC., WITH AN ASSOCIATED AMENDMENT TO THE 2024 OPIOID RECOVERY BUDGET (POLICE)

19) CONSIDER WTUA ANNUAL BUDGET APPROVAL (SUPERVISOR)

20) CONSIDER INCREASE OF PURCHASE ORDER TO R&R ASPHALT INC FOR ADDITIONAL WORK ON PHEASANT RUN GOLF COURSE PATHS (MSD)

PUBLIC COMMENT
BOARD COMMENT
ADJOURN

ACCESS TO PUBLIC MEETINGS

In accordance with the Americans with Disabilities Act, individuals with disabilities who require special accommodations, auxiliary aids or services to attend or participate at the meeting/hearing should contact Rachelle Howell, Human Resources Manager, at 734-394-5260. Reasonable accommodations can be made with advance notice. A complete copy of the Access to Public Meetings Policy is available at www.cantonmi.gov.

Charter Township of Canton
Board Proceedings – July 23, 2024

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, July 23, 2024, in-person. Supervisor Graham-Hudak called the meeting to order at 7:00 p.m.

Members Present: Borninski, Foster, Ganguly, Graham-Hudak, Siegrist, Slavens, Sneideman
Members Absent: None

Adoption of Agenda:

Motion by Siegrist, supported by Slavens to adopt the agenda with the addition of Item #G-9. Motion carried unanimously.

Approval of Minutes:

Motion by Siegrist, supported by Ganguly to approve the minutes from July 9, 2024. Motion carried unanimously.

Public Comment: Public comment was held.

Payment of Bills:

Motion by Siegrist, supported by Borninski to approve the payment of bills as presented. Motion carried unanimously.

	CHARTER TOWNSHIP OF CANTON	
	EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF	
	July 23, 2024	
101	GENERAL FUND	1,252,475.92
204	ROADS FUND	9,516.30
206	FIRE FUND	206,121.57
207	POLICE FUND	236,384.44
208	COMMUNITY CENTER FUND	48,348.16
219	STREET LIGHTING FUND	0.00
230	CABLE TV FUND	6,589.93
246	COMMUNITY IMPROVEMENT FUND	0.00
248	DDA - CANTON	74,334.36
260	INDIGENT DEFENSE FUND	0.00
261	E-911 UTILITY	860.92
265	ORGANIZED CRIME - DRUG ENFORCEMENT	0.00
274	CDBG FUND	1,325.12
276	NSP GRANTS FUND	0.00
284	OPIOID SETTLEMENT FUND	1,874.66
285	AMERICAN RESCUE PLAN ACT	0.00
301	ENERGY PROJECT DEBT SVCE FUND	0.00
302	CAPITAL PROJECT DEBT SERVICE	0.00

401	CAPITAL PROJECTS FUND	0.00
402	CAP PROJ - WATER & SEWER	0.00
403	CAP PROJ - ROAD PAVING	0.00
404	CAP PROJ - CHV DEVELOPMENT	11,080.00
584	GOLF FUND	38,772.24
592	WATER & SEWER FUND	1,917,833.65
596	GARBAGE & RUBBISH COLLECTIONS	4,910.66
661	FLEET MAINTENANCE FUND	30,902.07
701	TRUST & AGENCY FUND	782.32
702	CUSTODIAL FUND	22,158.70
736	POST EMPLOYMENT BENEFITS FUND	1,335.94
852	SPECIAL ASSESSMENT DEBT SERVICE	0.00
	TOTAL - ALL FUNDS	**3,865,606.96**

Consent Calendar:

Item C-1. Consider Increasing One Blanket Purchase Order for Municipal Services

Motion by Siegrist, supported by Borninski to approve the budget amendment listed above and to increase the Williams Emergency Vehicles blanket purchase order from $40,000 to $80,000. Motion carried unanimously.

Item C-2. Consider Awarding a Contract and Purchase Order to Remove and Replace the 2nd Floor Carpeting at the Summit on the Park

Motion by Siegrist, supported by Borninski to approve the above listed budget amendment, and approve a purchase order and contract for Office Express, Inc., in the amount of $11,426.58 to Remove and Replace the 2nd Floor Carpeting at the Summit on the Park. Motion carried unanimously.

Item C-3. Request Approval of Cisco VoIP Licensing and Support Renewal

Motion by Siegrist, supported by Borninski to approve the Cisco VoIP Telephone system licensing renewal and creation of a PO in an amount not to exceed $59,655.60. Motion carried unanimously.

Item C-4. Consider Approving the Annual Subscription Renewal of GrayKey

Motion by Siegrist, supported by Borninski to approve the annual license subscription renewal of GrayKey Essentials, from Magnet Forensics, LLC, in the amount of $11,820. Motion carried unanimously.

General Calendar:

Motion by Siegrist, supported by Borninski to amend the agenda by moving item #G-7 to #G-1 and item #G-6 to #G-2. Motion carried unanimously.

Item G-1. Consider Approval of Donation Agreement to acquire vacant land on Morton Taylor and authorize the Township Supervisor to sign all documents necessary to complete acquisition.

Motion by Siegrist, supported by Slavens to approve the Donation Agreement for the acquisition of 27 acres of vacant land located on Morton Taylor in Canton Township as described in the Donation Agreement, and to authorize the Township Supervisor to sign all documents necessary to complete the acquisition. Motion carried unanimously.

Item G-2. Consideration of Resolution Establishing Zheshkwédokan Nature Area with Preservation Status Under Section 50-3 of the Canton Code of Ordinances Titled "Open space and nature area preservation"

Motion by Siegrist, supported by Borninski to approve the following resolution naming Zheshkwédokan Nature Area:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON,
MICHIGAN

Approval of a Resolution Naming Zheshkwédokan Nature Area

Whereas the Charter Township of Canton is a desirable place to live, work and visit in large part due to the presence of open space lands;

Whereas Marketplace of America owns roughly 27 acres of undeveloped land adjacent to the Lower Rouge Trail zoned R-2, which could potentially permit the building of up to 54 single family homes;

Whereas Marketplace of America has indicated it would like to donate the land to Canton for a public purpose and the Township Board of Trustees would like to preserve this forest and green space;

Whereas development has affected the quality of life in Canton leading to fragmented open space and wildlife habitat, loss of productive farmland and forestland, destruction of rural beauty, and the loss of wetlands;

Whereas the Board of Trustees indicated it wanted to pay homage to inhabitants of the land prior to European settlement by naming open spaces and parks;

Whereas before the French and British came in the 1600s, Michigan was home to several tribes. Michigan's three largest tribes are the Ojibwe, Odawa and the Potawatomi (Bode'wadmi);

Whereas the Pokagon Band of Potawatomi Indians Representation Outreach Board voted to recommend the name Zheshkwédokan for the parcel designated to be honored, which means Place of Mushrooms; and

Whereas the Board of Trustees has established Healthy Environment as one of its strategic goals; now, therefore, be it;

Resolved, that the Board of Trustees of the Charter Township of Canton does hereby name the subject parcel adjacent to the Lower Rouge Rive Trail "Zheshkwédokan Nature Area" and preserves the land under Section 50-3 of the Canton Code of Ordinances titled "Open Space and

Nature Area Preservation."

Motion carried unanimously.

Item G-3. Consider Approval to Purchase OpenGov Asset Management Software

Motion by Siegrist, supported by Slavens to approve the above listed Budget Amendment to the 2024 Water and Sewer Budget and Submit a Purchase Order to Vertosoft/OpenGov in the amount of $105,712. Motion carried unanimously.

Item G-4. Consider Waiving the Bidding Process and Approve a Contract and Purchase Order for the Replacement of Patio Concrete at the Summit on the Park

Motion by Siegrist, supported by Slavens to waive the bidding requirement of the purchasing policy and approve the contract and purchase order for Rotondo Construction Corp., in the amount of $44,000 for the Replacement of Patio Concrete at the Summit on the Park. Motion carried unanimously.

Item G-5. Consider Awarding a Contract and Purchase Order for the HVAC Replacement at the Bartlett-Travis House

Motion by Siegrist, supported by Borninski to approve the contract and approve a purchase order for All-City Mechanical, in the amount of $20,662 for the HVAC replacement Bartlett-Travis House. Motion carried unanimously.

Item G-6. Consider Approval to Expand Fiber Connectivity at Township Facilities

Motion by Siegrist, supported by Sneideman to approve a five-year contract with Crown Castle Fiber, LLC for the use of fiber network infrastructure. I further move to approve the creation of a purchase order for $270,000 for fiber connectivity buildout. Motion by Siegrist, supported by Slavens to amend the motion to include the budget adjustment. Both motions carried unanimously.

Item G-7. Consideration of Resolution Establishing Warren Wetlands Nature Area with Preservation Status Under Section 50-3 of the Canton Code of Ordinances Titled "Open space and nature area preservation"

Motion by Siegrist, supported by Slavens to approve the following resolution naming Warren Wetlands Nature Area:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON,
MICHIGAN

Approval of a Resolution Naming Warren Wetland Nature Area

Whereas the Charter Township of Canton is a desirable place to live, work and visit in large part due to the presence of open space lands;

Whereas development has affected the quality of life in Canton leading to fragmented open space and wildlife habitat, loss of productive farmland and forestland, destruction of rural beauty, and the loss of wetlands;

Whereas prior to United States Settlement and agricultural practices, much of Canton was covered in marshes and natural flowing creeks that fed into the Rouge River, a remnant of its time under the proglacial Lake Whittlesey;

Whereas these wetlands were emptied by the creation of agricultural drains, in large part due to the U.S. Swamp Land Acts of 1849 and 1850 which brought federal funding to encourage drainage to make swamp areas in the Midwest more habitable;

Whereas the natural water course of the creeks, streams, and rivers in Canton were altered, while most pasture and forest were converted to farmland and eventually residential and commercial development leading to decades of unregulated stormwater runoff;

Whereas in modern times, the focus has been away from increased flow an capacity to watershed management, retention and detention, and water quality improvements; Whereas a 3.425-acre conservation easement with the Department of Natural Resources was placed on Tax Parcel 71 011 99 0020 701 and a wetland mitigation and reclamation project was started in 1992;

Whereas stormwater runoff and flooding has been an increased problem for Canton, in large part due to the antiquated drain system that was designed prior to current best practices and Canton needs to highlight environmental initiatives designed to address these issues; and

Whereas the Board of Trustees has established Healthy Environment as one of its strategic goals; now, therefore, be it;

Resolved, that the Board of Trustees of the Charter Township of Canton does hereby name the subject parcel at Sheldon and Warren Roads "Warren Wetland Nature Area" and preserve the land in accordance with Section 50-3 of the Canton Code of Ordinances.

Motion carried unanimously.

Item G-8. Consider approval of resolution approving settlement agreement in opioid litigation involving Kroger

Motion by Siegrist, supported by Slavens to approve the resolution approving the settlement agreement in opioid litigation involving Kroger and authorize the Township Supervisor to sign any necessary documents in order to effectuate the settlement.

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON,
MICHIGAN

Authorizing Entry of Participation Agreement in the Kroger National Opioid Settlement

Whereas the Charter Township of Canton filed a lawsuit in the United States District Court to address the public nuisance that is the Opioid Epidemic, which named, among other companies, the following Defendant ("Settling Defendant"): 1. Kroger; and

Whereas the Proposed Settlements contain significant equitable and monetary relief with Canton Township's share to be 0.002635381672%; now, therefore, be it;

Resolved, that the Charter Township of Canton authorizes the execution of Participation Agreement for:
1. the Kroger Settlement Agreement

Motion carried unanimously.

Item G-9. Consider Awarding a Contract and PO to AM HIGLEY for the Purchase of Prefabricated Steel and Steel Erection for the Public Works Storage Facility Expansion

Motion by Siegrist, supported by Slavens to award a purchase order and contract to AM. HIGLEY for the purchase of a prefabricated steel building and the erection of that building. Motion carried unanimously.

Additional Public comment was held.
Additional Board comment was held.

Adjourn: Motion by Siegrist, supported by Slavens to adjourn the meeting. Motion carried unanimously.

___________________________________ ______________________________________

Michael A. Siegrist, Clerk Anne Marie Graham-Hudak, Supervisor

CANTON COMMUNITY
<u>REQUEST FOR BOARD ACTION</u>

MEETING DATE: August 13, 2024 **AGENDA ITEM:C-1**

<u>ITEM:</u> Consider Increasing Blanket Purchase Order for MacQueen Equipment

<u>PRESENTER:</u> David Norwood, Municipal Services Director

<u>INDIVIDUALS IN ATTENDANCE:</u> None Anticipated.

<u>EXECUTIVE SUMMARY:</u> Public Works Division staff extensively use blanket purchase orders for acquisition of goods and services that vary in quantity throughout the year. Blanket purchase order limits are generally set once at the beginning of the fiscal year based on historical average costs. Sometimes circumstances warrant increases in the blanket purchase order amounts to deal with variances in the quantities purchased.

The the existing blanket purchase order requires an amendment at this time as follows:

- PO#2024-00001263 MacQueen Equipment from $10,000 to $20,000

<u>STRATEGIC PLAN/GOALS:</u> N/A

<u>ACTION REQUESTED:</u> Approve the blanket purchase order increase.

<u>BUDGET IMPLICATIONS & ACCOUNT NUMBER:</u> The account that the original purchase order was established under will be increased as noted above additionally this po increase can be absorbed within the existing budget.

<u>IMPLEMENTATION PLAN:</u> Upon approval by the Township Board, the staff will enter the increases in TYLER.

<u>DIRECTOR'S RECOMMENDATION:</u> Approval

<u>FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION</u>: Approval

<u>SUPERVISOR'S RECOMMENDATION:</u> Approval

<u>MODEL RESOLUTION:</u> I move to approve amendment to the purchase order mentioned above for MacQueen Equipment increase from $10,000 to $20,000

<u>ATTACHMENTS:</u> N/A

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM #C-2**

ITEM: Consider Request to Increase Purchase Order Issued to GSI, Inc., for Security Camera System Repairs

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting to increase the Purchase Order issued to Gemellaro Systems Integration, Inc., (GSI) for repairs on their Exacqvision/DSX security camera system. Purchase Order #2024-000675 will increase from $3,666 to $10,000.

BACKGROUND INFORMATION: In November 2023, the Board approved a five-year service agreement for security system-related services throughout all Canton Township departments with GSI, Inc. This included a starting amount of $11,000 for service to be split among the department's using the services. The Police Department was initially set-up with a $3,666 Purchase Order amount, which has been exhausted and needs to be increased.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Increase the blanket purchase order #2024-0000675 issued to Gemellaro Systems Integration, Inc., from $3,666 to $10,000 for security camera system repairs.

BUDGET IMPLICATIONS: Funds will be utilized from the 2024 Police Maintenance & Repair of Machinery & Equipment Account #207-301-50.930_0030.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve increasing blanket purchase order #2024-0000675 issued to Gemellaro Systems Integration, Inc., (GSI) from $3,666 to $10,000 for security camera system repairs.

ATTACHMENTS: None

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM:G-1**

ITEM: Consider Approval of a Three-Year Contract with SAK Construction LLC for As-Needed Sanitary Sewer Maintenance and Repair Services and Consider Waiving the Bid Process

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUAL: None Anticipated

EXECUTIVE SUMMARY: Annual maintenance and repair activities are required on Canton's aging sewer infrastructure. Public Works uses CCTV video inspection camera technology that allows staff to remotely inspect our sewer infrastructure. This equipment has resulted in staff locating more areas within our sewer system that require repairs, as we are now able to inspect more of our sewer with this technology. Typical repairs to main line sewers are performed by re-lining techniques and grouting at pipe joints in order to repair damaged pipes and/or eliminate ground water infiltration. These are services that Public Works contracts out, as they require specialized equipment, in 2019 the Board approved a two-year contract extension with a sewer lining vendor to provide as-needed trenchless technology repair and rehabilitation services for our sanitary sewer system.

In 2023 the Board approved an as needed contract with Inliner Solutions which has been acquired by Puris Group and has not been responsive to the Townships needs. To continue to be proactive with our sanitary sewer system we are seeking approval to award a as needed contract with SAK Construction LLC for our Cured in Place sewer lining projects. This as Needed Agreement is structured in a similar format as the previous agreements with Canton.

BACKGROUND: The Public Works Division inspects and cleans our entire sanitary sewer system on a five-year rotating cycle. During the inspections, it is common to find areas with defects due to normal age-related degradation. These defects require rehabilitation and repair in order to prevent system failure. SAK Construction will provided on-call, specialized services such as manhole and pipe lining, grouting, deposit removal, and spot repairs for the next three years. SAK Construction have proposed a 3-year contract through Omnia Partners a cooperative contract #220402, which eliminates the need for a formal RFP process.

STRATEGIC PLANS/GOALS: Quality Infrastructure - Commitment to a proactive approach for a reliable sanitary sewer system.

ACTION REQUESTED: Approve a three-year contract with SAK Construction LLC for sanitary sewer rehabilitation and repair services.

BUDGET IMPLICATIONS: The funds for these as-needed services are budgeted in accounts 592-537.930_0050 (Maintenance and Repair of Sewers) and 592-537.970_0050 (Capital Outlay Sewers), and will not exceed $550,000 per year.

IMPLEMENTATION PLAN: Upon approval by the Board of Trustees, the contract for services will be prepared and signed by the Township Clerk. A blanket purchase order will be created by Public Works staff for each year of the contractual services.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE & BUDGET DIRECTOR RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve a three-year contract with SAK Construction LLC for an annual amount not-to-exceed $550,000 and to authorize the Township Clerk and/or Township Supervisor to sign the contract on behalf of Canton Township subject to legal review.

ATTACHMENTS:

1. SAK Construction LLC Agreement and Pricing

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM#G-2**

ITEM: Consider Increasing the Purchase Order to AM HIGLEY for the Public Works Storage Facility Expansion

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: As part of Canton Township's effort to effectively deliver and manage water and sewer services, the Public Works Division needs to expand their storage facilities for operations, inventory, and equipment maintenance. In collaboration with the managers within the Municipal Services Division, it was determined that a new building constructed within the Public Works yard is feasible.

At the July 23rd board meeting MSD requested and gained approval to purchase the prefabricated building to advance the project and keep on schedule. This board request is to increase the PO for AM Higley to contact all the trades involved in fully constructing the new Public Works Storage Facility.

BACKGROUND: In November of 2023 Public Works and Facilities staff met with AM Higley, the Township's current construction manager under contract for architectural and engineering services for the expansion of the Public Works Storage facility. Approximately 9,643 Square feet (75' x 128') of new building space is being proposed.

In January of 2024, the Township Board awarded a contract for the services of AM Higley. The Township along with AM Higley issued an RFP for this project with responsible contracting included. At the July 23rd board meeting MSD received approval for the prefabricated building purchase. Also, MSD stated that a PO increase for AM Higley will come at a later board meeting to include the trades necessary to complete the construction of the building. All bids from trades have followed responsible contacting guidelines.

MSD will be re-scoring BP8 and BP12 as AM Higley discovered incomplete scope causing the scores under responsible contracting to be incorrect. Both BP8 and BP12 are not included in this request, MSD will come to the board at a later date for approval after responsible contracting has been successfully completed.

STRATEGIC PLAN/GOALS: Maintain and secure Canton's equipment and inventory. Quality Infrastructure

ACTION REQUESTED: Authorize a purchase order increase to AM HIGLEY for $2,260,732.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds for this project are budgeted in the 2024 budget, the following accounts will be expensed as follows:

592-536.970_0020 - $1,130,366
592-537.970_0020 - $1,130,366

IMPLEMENTATION PLAN: Upon approval by the Board of Trustees, the Public Works will enter po to AM. HIGLEY

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve the purchase order increase for AM. HIGLEY to contract the necessary trades to complete the construction of the Public Works Storage Facility.

ATTACHMENTS:

1. Letter of recommendation for trades
2. Responsible Contracting
3. GMP Breakdown

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM #G-3**

ITEM: Consider Awarding a Contract and Purchase Order to Replace the Folding Partition Dividers and Track System at the Fellow Creek Golf Course Banquet Center

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: In 2019, the Board of Trustees adopted a Capital Improvement Plan (CIP) and subsequently the Township issued capital improvement bonds to fund the CIP. Project Number 230006, Replacement of the Folding Partition Dividers and Track system at the Fellow Creek Golf Course Banquet Center was included in this plan. The existing doors are mostly original to the building. Over time and with repeated use, the door and track system is beginning to show signs of age and are becoming difficult to mobilize when needed.

BACKGROUND: Knowing that the system is aging and becoming difficult to operate, replacement before failure is the basis of this replacement. Investing $60,750 to replace the doors is an upgrade to the efficiency of operation and is the most proactive option at this point. Under the new CIP we budgeted funds for this project and came in under budget during the RFP process. This RFP utilized Responsible Contracting and each bidder was scored under the criteria.

MSD Facilities received 2 bids for this project. Upon the conclusion of an interview, Gardiner C Vose, Inc. was very capable of performing the work. MSD Facilities is confident with Gardiner C Vose, Inc. and their abilities based on their means and methods.

Staff is recommending award of contract to Gardiner C Vose, Inc. to replace Folding Partition Dividers at the Fellow Creek Golf Course Banquet Center for $60,750 plus a 10% contingency for possible unforeseen repairs and compilations that can occur with the removal and replacement of the dividers and track system.

MSD Facilities budgeted $89,100 for this project.

STRATEGIC PLAN/GOALS: Quality Infrastructure- replacing the divider partitions and track system will provide ease of operation, extend the life of the facility, and ensure uninterrupted service to the Banquet Center patrons.

ACTION REQUESTED: Award the contract and purchase order for the above-mentioned work to Gardiner C Vose, Inc., 832 Crestview, Bloomfield Hills, MI 48302 in the amount of $60,750 plus $6,075 contingency amount, making the total $66,825.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The cost for Gardiner C Vose, Inc. to replace Folding Partition Dividers at the Fellow Creek Golf Course Banquet Center including the contingency is $66,825. Funds are budgeted in the account 584-772-78.970_0020 for Capital Outlay Buildings and Improvements Project # 230006.

IMPLEMENTATION PLAN: Upon Board Approval, a purchase order will be generated, and vendor contacted to begin project. A project schedule will be established Gardiner C Vose, Inc. will order all the equipment and parts in order to complete the project.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1) I move to approve the contract and approve a purchase order for Gardiner C Vose, Inc., in the amount of $66,825 to replace Folding Partition Dividers at the Fellow Creek Golf Course Banquet Center.

ATTACHMENTS:

1. Invitation to Bid
2. Bid Tab
3. Responsible Contracting Memo
4. Gardiner C Vose, Inc. Bid Document

CANTON COMMUNITY
<u>REQUEST FOR BOARD ACTION</u>

MEETING DATE: August 13, 2024 **AGENDA ITEM #G-4**

ITEM: Consider Approval of a Crew Leader - Maintenance Tech IV Position

<u>PRESENTER:</u> David Norwood, Director of Municipal Services

<u>INDIVIDUALS IN ATTENDANCE:</u> None Anticipated

<u>EXECUTIVE SUMMARY:</u> The Maintenance Tech IV position at the Summit has a 6:30 pm – 2:30 am shift each evening. The majority of staff that are filling the role are newer employees to the Township and could benefit from a more seasoned onsite crew leader in the evening to assist with training and serve as the lead worker for the staff.

This position would not add any additional headcount as the intent is to fill the position from AFSCME staff of the Township.

<u>BACKGROUND:</u> Prior to the January 2024 contract the Maintenance Tech IV position was plagued with turnover. The new contract helped to remedy this issue and stabilize the Maintenance Tech IV staff, however, with the addition of newer staff; it would be beneficial to have a lead position to help facilitate training and serve as a liaison with the Facilities Supervisor regarding any concerns that may arise during the shift. The shift for this position is slated for 6:30 p.m. to 2:30 a.m. There is a vacancy, therefore this position will not add any additional headcount to the department.

<u>STRATEGIC PLAN/GOALS</u>: Quality Infrastructure, Organizational Climate and Culture

<u>ACTION REQUESTED:</u> Consider the approval of the new Crew Leader - Maintenance Tech IV position.

<u>BUDGET IMPLICATIONS & ACCOUNT NUMBER:</u> The difference between the Crew Leader and the Tech IV position is $4,015 more in wages and fringe expenses for July – December 2024. This amount can be absorbed in the 208-757-56 department. The difference for years 2025 and 2026 is $7,981 and $8,220 respectively.

IMPLEMENTATION PLAN: Upon Board Approval of the position and signed AFSCME LOA, Human Resources will post the position according to the ASFCME contract language.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the Crew Leader Maintenance Tech IV position for the Facilities Department. I further move to approve the LOA with AFSCME regarding the creation of the position.

ATTACHMENTS:

- Job Description - Crew Leader – Maintenance Tech IV
- AFSCME - LOA

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM #G-5**

ITEM: Consider Awarding a Contract and Purchase Order to Replace the HVAC Split System in the ITI Server Room

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: MSD Facilities and ITI discovered deficiencies in the mini split systems that service the ITI server room. The current units are unable to keep up with cooling demands of the equipment. MSD Facilities and ITI identified that our HVAC split systems are a point of concern and will need to be replaced.

BACKGROUND: The life span of the existing units are 10-20 years. With these units running 24 hours a day year-round, their life expectancy is suggested to be on the lower end of this estimated life span. A replacement before failure is the basis of the request for this replacement. Investing $21,314.89 to replace the units that are nearing the end of their life expectancy is an upgrade to the overall efficiency and stability of the infrastructure thus lessening the chance of an emergency failure resulting in potential down time to ITI's operations.

MSD Facilities received 7 bids for this project. Upon the conclusion of an interview, All City Mechanical & Refrigeration was recommended for the project. MSD Facilities is confident with All City Mechanical & Refrigeration and their abilities based on their means and methods.

STRATEGIC PLAN/GOALS: Quality Infrastructure- replacing the HVAC split system in the ITI Server Room will maintain the life of the ITI equipment and lessen the chance of down time caused by a HVAC failure.

ACTION REQUESTED: Award the contract and purchase order for the above-mentioned work to All City Mechanical & Refrigeration, 23640 Research Drive, Farmington Hills, Michigan in the amount of $21,314.89 plus a 10% contingency of $2,131.49, making the total $23,446.38.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The cost for All City Mechanical & Refrigeration to replace the split system in the ITI Server Room including the contingency is $23,446.38. Funds are budgeted in the account 101-228.970_0010 for Capital Outlay Buildings and Improvements.

IMPLEMENTATION PLAN: Upon Board Approval, a purchase order will be generated, and vendor contacted to begin project. A project schedule will be established, and All City Mechanical & Refrigeration. will order all the materials necessary to complete the project.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1) I move to approve the contract and approve a purchase order to All City Mechanical & Refrigeration, in the amount of $23,446.38 to replace the HVAC split system in the ITI Server Room.

ATTACHMENTS:

1. Invitation to Bid
2. Bid Tab
3. All City Mechanical & Refrigeration Bid

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM #G-6**

ITEM: Consider Approval of a Purchase Order to Michigan Cat for the Installation of a Generator at the Fleet Services Building

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: Beginning in 2024 the Board of Trustees adopted a new Capital Improvement Plan which included the installation of a generator at the Fleet Services building. The generator is necessary to have full operation of fleet during a power outage. Police, Fire and DPW are critical operations and Fleet must have the ability to repair those vehicles at all times, but it is especially important when involved in a situation where the public health is at a heightened risk, such as an extended power outage.

BACKGROUND: Over the last few years, MSD and Public Safety identified the need for more reliable service for Police, Fire, and DPW. On multiple occasions Canton Township has encountered power failures during emergency events, resulting in very limited resources with Fleet Services. Municipal Services has worked with Michigan Cat and their affiliation with Sourcewell, a recognized regional program that meets Canton Township formal bidding requirements, to purchase and install the new generator. Michigan Cat is also currently under contact with Canton Township to provide scheduled preventative maintenance services on all Township wide generators.

STRATEGIC PLAN/GOALS: Quality Infrastructure

ACTION REQUESTED: Award the contract and purchase order to Michigan Cat for Fleet Services Generator installation in the amount of $112,627 with a 10% contingency of $11,262.70 totaling $123,889.70.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The Fleet Services Generator Project falls within the budgeted amount of CIP to be paid from account #661-530.970_0020.

IMPLEMENTATION PLAN: Upon Board Approval, a purchase order will be generated, and vendor will begin the project.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1) I move to approve the contract and purchase order to Michigan Cat, 7700 Caterpillar Drive, Grand Rapids, Michigan 49548 in the amount of $123,889.70 which includes a contingency of $11,262.70 for the installation of Fleet Services Generator

ATTACHMENTS:

1. Fleet Services Proposal

CANTON COMMUNITY
<u>REQUEST FOR BOARD ACTION</u>

MEETING DATE: August 13, 2024 **AGENDA ITEM #G-7**

ITEM: Consider Approval of a Purchase Order for Crimboli Nursery, Inc. for the Summit Parkway Tree Planting Services

<u>PRESENTER:</u> Greg Hohenberger, Leisure Services Director

<u>INDIVIDUALS IN ATTENDANCE:</u> None Anticipated

<u>EXECUTIVE SUMMARY:</u> In addition to the numerous park trees that were destroyed in the 2023 tornado, many trees along the Summit Parkway were lost as well. Canton's Planning Department requested a quote from Crimboli Nursery, Inc., Canton's tree service provider, to replace a wide variety of shaded trees consisting of breeds such as American Elm, London Planetree, Tuliptree, and more, along the Summit Parkway boulevard. Crimboli's quote includes the replacement of approximately 27 3" trees for a total cost of $13,446. Planting is anticipated to begin immediately following Board approval. A budget amendment is necessary.

<u>BACKGROUND</u>: On March 12, 2024, Item G-5, the Township Board awarded a service agreement with Crimboli Nursery, Inc. to provide tree planting and maintenance services to Township Trees including trees that would be part of Park planting. Crimboli Nursery, Inc. has previously performed tree planting services in Canton Parks and their services have been satisfactory. Their tree planting services include the assistance of tree selection, planting and a watering plan.

<u>STRATEGIC PLAN/GOALS</u>: Welcoming Community

<u>ACTION REQUESTED</u>: Approve a budget amendment and authorize a purchase order for Crimboli Nursery, Inc. 50145 Ford Rd, Canton MI 48187 for Park Tree Planting Services in the amount of $13,446.

<u>BUDGET IMPLICATIONS & ACCOUNT NUMBER</u>: The following budget amendment is necessary:

<u>Increase Expense:</u>

Account #101-261.955_0001	Misc. Twp. Emergency	$13,446

<u>Decrease Expense:</u>

Account #101-261.960	Contingency	$13,446

IMPLEMENTATION PLAN: Upon Board approval, a budget amendment will be made and a purchase order will be generated

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move to approve the budget amendment stated in the Budget Implications and Account Number section of the RBA
2. I further move to authorize a purchase order in the amount of $13,446 to Crimboli Nursery, Inc. for the replanting of trees along the Summit Parkway

ATTACHMENT:

Attachment A – Quote
Attachment B - Map

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM#G-8**

ITEM: Consider Approval to Extend Agreement with Nankin Transit Commission and Approval of the Municipal Credit Agreement with Suburban Mobility Authority for Regional Transportation (SMART)

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:
The Canton Mobility Transportation program provides curb-to-curb transportation service for Canton's older adult population and individuals with disabilities. This service is offered Monday-Friday, 8:30 a.m. – 5:00 p.m. throughout the year and prioritizes rides for medical appointments and employment. Rides are also available for many other needs, such as shopping, getting to the Summit on the Park, and social events. Nankin Transit continues to provide great service to our residents who rely on this program for maintaining independence in the community. Since joining Nankin in 2018, Canton residents have received 84,849 rides, with 15,076 of those provided in FY 2024 alone.

Additionally, the Township submitted its annual Municipal Credit Program application with SMART to provide funding for the Canton Mobility Transportation Program. SMART has notified the Township that it is eligible for $92,340 under the program from July 2024 through June 2025.

Community Development is requesting the Township Board to approve the auto-renewal contract agreement and letter of acceptance with Nankin Transit Commission for the next three years, as well as approving the Municipal Credit Funding Agreement with SMART and to allow the Municipal Credit funds to be transferred to the Nankin Transit Commission to manage the Canton Mobility Transportation program.

BACKGROUND INFORMATION:
The Nankin Transit Commission serves the Canton Mobility Transportation program and provides curb-to-curb transportation service for Canton senior residents 55 years of age and older, as well as individuals with disabilities. The program utilizes 15 wheelchair-access connector buses to facilitate these services. The service area includes Canton, Westland, Wayne, Inkster, and Garden City.

Canton Township continues to be the second highest participating community in the program with 27% of the total rides provided. Only Westland residents utilize the service more frequently. Nankin Transit continues to provide a high-quality service to our residents, with a minimal percentage of rides being turned down. Those rides tend to be last minute requests or requests being bumped in favor of a priority trip for a medical appointment.

The Canton Mobility Transportation program is funded through the Municipal Credit Grant, Specialized Service Grant, and the Township's General Fund.

- In addition to the Municipal Credit Grant, $43,377 are received through the Specialized Services Grant, which runs from October 2023 through September 2024
- Combined, these two grants help to offset the annual program budget of $423,348. The balance of the contract amount, which is $287,631 is budgeted for and covered through the Township's General Fund, Social Services Department.

STRATEGIC PLAN/GOALS: Financial Stability

ACTION REQUESTED:
Approve the auto-renewal of contract agreement and letter of acceptance with Nankin Transit Commission for the next three years.

Approve the Municipal Credit Funding Agreement with SMART and allow Municipal Credit funds to be transferred to the Nankin Transit Commission.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:
Canton's total allocation of Municipal Credits is $92,340. There is a local match requirement to secure municipal credit dollars. Given the current level of activity and expenditures under the Township's Transportation Program, it is anticipated that the local match amount will be covered under the current contract with the Nankin Transit Commission. Funds have been budgeted and will be expended from Account #101-670.860, Social Services – Transportation.

IMPLEMENTATION PLAN:
Community Development will work with Nankin Transit Commission and various funding sources to implement the contract.

Community Development will process the Municipal Credit grant with SMART, which is in effect from July 2024 through 2025. Grant funds will be utilized for the Canton Mobility Transportation program with the Nankin Transit Commission.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:
1. I move to approve the auto-renewal contract agreement and letter of acceptance with Nankin Transit Commission for an additional 3 years of service.

2. I further move to approve the 2024-2025 Municipal Credit Contract between SMART

and the Charter Township of Canton for $92,340 and to authorize the Township Supervisor to sign the contract on behalf of the Township.

ATTACHMENTS:
Attachment A: Letter of Acceptance
Attachment B: Municipal Credit Contract

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM #G-9**

ITEM: Consider Approval of a Bid Award for Preservation Park Pavilion Construction

PRESENTER: Jeanette Aiello, Project & Operations Supervisor

INDIVIDUALS IN ATTENDANCE: Claire Martin, OHM Project Manager

EXECUTIVE SUMMARY:
On June 6, 2024, a Request for Proposal (RFP) was advertised for the Preservation Park Pavilion construction. As a result, 2 bids were submitted and reviewed by a panel comprised of Municipal Services, Community Development, and Finance staff. The panel evaluated each company and scored them based on the evaluation criteria provided in the RFP. Following responsible contracting, the highest scoring company was brought in to be interviewed and based on discussions of their scope items, were asked to provide a revised price proposal. In using that information, the proposals were rescored, and the panel is selecting to recommend The Summit Company to construct the Preservation Park Pavilion. The Summit Company proposed project cost is $972,129 with an added 20% contingency of $194,425.80, for a total project cost of $1,166,554.80. A budget amendment is necessary.

BACKGROUND:
Since losing the Cady-Boyer Barn to a fire in May of 2021, a significant amount of time and energy has gone into determining a future for the site. Staff initially worked to secure renderings and concepts for a replacement barn that would avoid the significant drawbacks that accompanied the original, (i.e., suppression system, heating and cooling, plumbing, and special event amenities). Unfortunately, the addition of these required items drove the overall cost of such a structure beyond available resources, causing delays in the replacement process. While a simpler barn, like its predecessor was considered, the previous barn had many programming challenges and was rarely used as a result. Those involved in the planning process have transitioned to thoughts of a pavilion-type gathering space, which would be more conducive to farmers markets and larger community events.

As plans for development have evolved in the Cherry Hill Village and Village Square project, Preservation Park has been included as a significant contributor to the overall success of Cherry Hill Village. As such, initial concepts for Preservation Park included the movement of existing structures to create a more fluid layout of the property, as well as several other changes in amenities to make the space more viable. To capitalize on OHM's involvement and maximize allocated resources, these needed changes and updates to Preservation Park have been incorporated into the project's overall scope.

The project will be funded by numerous sources including Insurance reimbursement, Wayne County Park Millage dollars, and designated Wayne County ARPA funds.

STRATEGIC PLAN/GOALS: Welcoming Community and Quality Infrastructure

ACTION REQUESTED: Consider approval of a budget amendment and a purchase order to The Summit Company located at 13191 Wayne Road, Livonia, MI 48150 for the construction of the Preservation Park Pavilion

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funding is available through multiple sources including the Wayne County Park Millage, Insurance proceeds and Wayne County ARPA funds. The following budget amendment is needed to record the Wayne County Parks Millage and move the Insurance Proceeds currently in the General Fund to the Capital Outlay Fund:

Increase Revenues		
101-000.695	Fund Balance Appropriation	372,419.00
404-706.580	Contributions from Other Units	151,912.00
404-706.699_1010	Transfers In General Fund	372,419.00
Increase Expenses		
101-969.995_4040	Transfers Out CHV	372,419.00
404-706.970_0080	Capital Outlay Land Improvements	524,331.00

The project will be expensed in GL account 404-706.970_0080 Capital Outlay Land Improvements

IMPLEMENTATION PLAN: If approved, a budget amendment will be made, and a purchase order will be submitted. The contract will be signed pending legal review.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the above listed budget amendment and award the Preservation Park Pavilion construction to The Summit Company for a total project cost of $1,166,554.80, pending legal review.

ATTACHMENTS:

Attachment A: RFP
Attachment B: Scoring results
Attachment C: Bid Tabs
Attachment D: Proposal

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM #G-10**

ITEM: Consider Approval of Two Purchase orders for the Engineering Assistance in Cherry Hill Village

PRESENTER: Jeanette Aiello, Project & Operations Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: On June 25, 2024 the Board of Trustees approved RBA items G-9 and G-10 awarding bids for the construction of the water feature and parking lot in Cherry Hill Village Town Square. To assist in the oversight of these two projects, staff are recommending to waive the bidding process and award OHM Advisors to provide construction administration services.

The Cherry Hill Village water feature includes a project amount of $61,500 with a 10% contingency of $6,150, for a total cost of $67,650. The public parking lot project has a cost in the amount of $64,000 with a 10% contingency of $6,400 for a total project cost of $70,400. Upon approval, two separate purchase orders will be submitted.

BACKGROUND: As part of Phase Zero of the Cherry Hill Village Square development plan, the parking lot to be developed at 50525 Cherry Hill Road, (the former garage parcel) and the initial phase of the water feature were designed and bid earlier this year. Each of these projects were awarded in June, and as the next step in the construction project and to continue the momentum to complete these projects within the funding requirements, staff are recommending OHM Advisors to provide construction oversight. Members of the Engineering, Building, Facility Services, and Community Development will each contribute to Canton's role of each project. Each of these projects are crucial in completing future development of the Cherry Hill Village Square.

OHM Advisors has played a key role in developing the Cherry Hill Village Square project concept. At the August 22, 2023 Board Meeting, OHM was awarded the Engineering Services of the initial phase of Cherry Hill Village where both the parking lot design and the water feature design are included. To continue the momentum, Canton Township is requesting to waive the bidding process and award to OHM Advisors.

STRATEGIC PLAN/GOALS: Welcoming Community, Financial Stability, Healthy Ecosystem

ACTION REQUESTED: Consider approval to submit two purchase orders to OHM Advisors, 34000 Plymouth Road, Livonia, MI 48150 for construction administration services for the Cherry Hill Village water feature and parking lot

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds are available in account #404-727.970_0080 Capital Outlay Land Improvements

IMPLEMENTATION PLAN: Upon approval, two purchase orders will be submitted

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:
I move to waive the bidding process and approve the submission of two purchase orders to OHM Advisors for the construction administration services for the Cherry Hill Village water feature for a total project cost of $67,650 and parking lot construction for a total project cost of $70,400

ATTACHMENTS:
Attachment A: Water Feature Proposal
Attachment B: Parking Lot Proposal

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM #G-11**

ITEM: **Consider Awarding a Bid for the Audio-Visual Installation Services for the Cherry Hill Village Factory Building**

PRESENTER: Jeanette Aiello, Project & Operations Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: In June 2024, a Request for Proposal (RFP) was advertised for the Audio/Visual Installation Services at the Factory. As a result, 4 bids were received and reviewed by a panel comprised of members from Municipal Services, Community Development, and Finance. The panel evaluated each company and scored them based on the evaluation criteria provided in the RFP. As a result, the committee is recommending Conference Technologies, Inc. For a project cost of $93,178 with an added 15% contingency of $13,976.70, for a total project cost of $107,154.70.

BACKGROUND: The new Factory building, located at 50625 Cherry Hill Road, will be renovated into a community center housing events, wellness classes, therapeutic recreation, and teen programs. This newly renovated historic building will have multiple functions providing the community with options to rent for events, participate in programmed activities as well as serve as a safe and functional location for our therapeutic recreation participants.

STRATEGIC PLAN/GOALS: Welcoming Community, Quality Infrastructure

ACTION REQUESTED:
Consider Approval to award the Audio/Visual Installation Services at the Factory to Conference Technologies, Inc. 6953 McNerney Dr., Northwood, OH 43619

BUDGET IMPLICATIONS & ACCOUNT NUMBER:
Funds are available in account 404-706.970_0080 Capital Outlay Land Improvements.

IMPLEMENTATION PLAN:
If approved, a purchase order will be submitted, a contract will be signed

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:
I move to award the bid for the Audio/Visual Installation Services at the Factory to Conference Technologies, Inc. for a total cost of $107,154.70

ATTACHMENTS:
Attachment A – RFP
Attachment B – Bid Tabs
Attachment C – Responsible Contracting Scores
Attachment D – Proposal

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM #G-12**

ITEM: **Consider Awarding a Bid for the General Construction of the Cherry Hill Village Factory Building**

PRESENTER: Jeanette Aiello, Project & Operations Supervisor

INDIVIDUALS IN ATTENDANCE: Michael Malone, Partners in Architecture
David Przygoda, D&S Contractors, Inc.

EXECUTIVE SUMMARY: In May 2024, a Request for Proposal (RFP) was advertised for the Canton Township – The Factory Interior Build Out which consists of labor and materials for construction. As a result, 5 bids were received and reviewed by a panel comprised of members from Municipal Services, Community Development, and Finance. The panel evaluated each company and scored them based on the evaluation criteria provided in the RFP. As a result, the committee is recommending D&S Contractors, Inc. for a project cost of $1,952,723 which includes Alternate Item #2, Main Floor Leveling for $13,945. Additionally, we recommend adding a 20% construction contingency of $390,544.60 and a $150,000 allowance to address unforeseen conditions, for a total project cost of $2,493,267.60, pending legal review.

BACKGROUND: The new Factory building, located at 50625 Cherry Hill Road, will be renovated into a community center housing events, wellness classes, therapeutic recreation, and teen programs. This newly renovated historic building will have multiple functions providing the community with options to rent for events, participate in programmed activities as well as serve as a safe location for our therapeutic recreation participants.

STRATEGIC PLAN/GOALS: Welcoming Community, Quality Infrastructure

ACTION REQUESTED:
Consider Approval to award the Cherry Hill Village Factory General Construction to D&S Contractors, Inc. 3500 W. Eleven Mile Road, Berkeley, MI 48072

BUDGET IMPLICATIONS & ACCOUNT NUMBER:
Funds are available in account #404-706.970_0080 Capital Outlay Land Improvements.

IMPLEMENTATION PLAN:
If approved, a purchase order will be submitted, and a contract will be signed.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:
I move to award the bid for the Cherry Hill Village Factory General Construction to D&S Contractors, Inc. for a total cost of $2,493,267.60, pending legal review.

ATTACHMENTS:
Attachment A – Bid Tabs
Attachment B – Responsible Contracting scores
Attachment C – D&S Proposal
Attachment D – PIA Recommendation Letter

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM #G-13**

ITEM: Consider Bid Award for Cable Studio Network Attached Storage (NAS) System and Server Room Upgrades

PRESENTER: Jeanette Aiello, Project & Operations Supervisor

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:
In July of 2024, a request for proposals went out for the purchase and installation of video equipment and a Network Attached Storage (NAS) System for the Canton Cable Studio. As a result, 3 companies submitted proposals and after careful evaluation, Canton Cable is recommending Conference Technologies Inc. for the purchase of the NAS Storage and Server Room upgrades for a total cost of $47,062.00.

BACKGROUND INFORMATION:
This equipment upgrade will improve the quality of Canton Community Television productions and will also expand the abilities and usefulness of the studio. This enhancement will provide a much higher quality product for all end users. Three submissions were received:

Company	Address	Total
VPRIME TECH	1400 Broadfield Blvd Suite 200 Houston TX 77084	$57,114.80
Conference Technologies Inc.	6953 McNerney Dr Northwood OH 43619	$47,062.00
Media Storage Group	4444 Riverside Dr #102 Burbank CA 91505 (HQ); 7100 Winding Trail Brighton MI 48116	$47,025.00

While Media Storage Group provided a lower cost of $47,025, a difference of $37, Canton Cable Television anticipates that working with a company with an established relationship and who has performed excellent work in the past for Canton Township, will ultimately be more beneficial to this project.

STRATEGIC PLAN/GOALS: Quality Infrastructure

ACTION REQUESTED: Award the bid for the NAS Storage and Server Room upgrades to Conference Technologies Inc., 6953 McNerney Dr Northwood OH 43619 in the amount of $47,062.00.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds are available in the Cable TV Fund account # 230-250-970_0010 – Capital Outlay Computers and Equipment.

IMPLEMENTATION PLAN: Upon Board Approval, a purchase order will be generated, and Conference Technologies Inc. will be contacted.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award the bid for the NAS Storage System and Server Room Upgrades to Conference Technologies Inc. in the amount of $47,062.00

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM # G-14**

ITEM: Consider First Reading of an Amendment to the Canton Township Code of Ordinances, Chapter 46 Offenses and Misdemeanor Provisions

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: An amendment is being requested in the Canton Township Code of Ordinances, Chapter 46, Offenses and Misdemeanor Provisions, regarding assault & battery, malicious annoyance & use, fraudulent schemes, possession of a dangerous weapon, and possession or use of controlled substances.

BACKGROUND INFORMATION: The amendments being requested will update several sections of Ordinance 46 including the following:

- *Section 46-31 Assault and battery*: Language clean up only, nothing changes in practice
- *Section 46-32 Malicious annoyance by writing*: Updates to include electronic communications in harassment crimes
- *Section 46-34 Malicious use of service provided*: Updates to include electronic devices in harassment crimes
- *Section 46-112 Fraudulent Schemes*: Adding Identity Theft to local ordinance allowing for the option to charge as misdemeanor
- *Section 46-222 Possession of a Dangerous Weapon*: Clarifying Tasers to be included in ordinance allowing for the option to charge as a misdemeanor
- *Section 46*-383 *Possession or use prohibited*: Adding synthetic drugs into local ordinance to allow for the option to charge as a misdemeanor

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Introduce and table the proposed amendment the Canton Township Code of Ordinances, Chapter 46, Offenses and Misdemeanor Provisions.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: No financial implications.

IMPLEMENTATION PLAN: A second reading will be scheduled for August 27, 2024.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION:

1) I move to introduce the first reading of an amendment to the Canton Township Code of Ordinances, Chapter 46, Offenses and Misdemeanor Provisions;

2) Additionally, I further move to table for consideration a proposed text amendment to the Canton Township Code of Ordinances and schedule a second reading for August 27, 2024.

ATTACHMENTS: Attachment A – Draft of proposed changes to Chapter 46 (redline)
Attachment B – Final proposed changes to Chapter 46 (clean version)

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM # G-15**

ITEM: Consider First Reading of an Amendment to the Canton Township Code of Ordinances, Chapter 70 Adoption of Uniform Traffic Code

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: An amendment is being requested in the Canton Township Code of Ordinances, Chapter 70, Adoption of the Uniform Traffic Code (UTC) for Michigan Cities, Townships and Villages, updating penalties and forfeiture guidelines to match the UTC.

BACKGROUND INFORMATION: This change is being requested to update several sections of Chapter 70 including:

- *Section 70-1(b) Adoption of Uniform Traffic Code*: Updating language to adopt the Michigan Vehicle Traffic Code as a local ordinance violation.
- *Section 70-1(c) Adoption of Michigan Vehicle Code Forfeiture Laws*: Updating language to allow for the option to process under local ordinance; nothing changes in practice.
- *Section 70-1(d) Penalties*: Updating the local ordinance to allow for the option of penalties to be processed under local ordinance.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Introduce and table the proposed amendment to the Canton Township Code of Ordinances, Chapter 70, Adoption of Uniform Traffic Code.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: No financial implications.

IMPLEMENTATION PLAN: A second reading will be scheduled for August 27, 2024.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION:

1) I move to introduce the first reading of an amendment to Canton Township Code of Ordinances, Chapter 70, Adoption of the Uniform Traffic Code

2) Additionally, I further move to table for consideration a proposed text amendment to the Township Code of Ordinances and schedule a second reading for August 27, 2024.

ATTACHMENTS: Attachment A – Draft of proposed changes to Chapter 70 (redline)
Attachment B – Final proposed changes to Chapter 70 (clean version)

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM #G-16**

ITEM: Consider Approving an Amendment to the Purchase Order Issued to Kiesler Police Supply, Inc., with an Associated 2024 Police Budget Amendment

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: In January, the Board approved the purchase of 110 new Glock handguns in the amount of $86,638.90 from Kiesler Police Supply, Inc. The quote included a trade-in credit for 95 handguns at $290 each. The number of handguns being traded-in is now reduced to 47, which reduces the trade-in credit by $13,920—and increases the total purchase price by the same amount to $100,558.90.

The department is also requesting a 2024 budget amendment to increase revenue by $13,920, which will be collected from police officers who are electing to purchase their duty-issued weapons at the trade-in value of $290 each. This revenue will equal the difference of the reduced credit from the original Kiesler's price quote.

BACKGROUND INFORMATION:

There has been interest from 48 officers to purchase their duty-issued weapons, a practice that is common in Police Departments. The gun sale transactions will be facilitated by a licensed FFL dealer, and the officers will pay for this service directly to the dealer who will transfer ownership of the handguns from the Police Department to the individual.

Overall, there is no financial loss to the Township, as the 2024 Police budget amendments to revenue and expenses equal the same amount.

Additionally, there was a model change of holsters, reducing the overall purchase price by $54.85. The final result is a request to increase Purchase Order #2024-00000568 from $86,638.90 to $100,504.45.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve an amendment to Purchase Order #2024-00000568 issued to Kiesler Police Supply, Inc., increasing it to $100,504.45. Additionally, approve a 2024 budget amendment to Police revenues and expenses, both in the amount of $13,920.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Increase PO #2024-00000568 to $100,504.45. Additionally, amend the 2024 Police budget as listed below:

Increase 2024 Police Revenues:		
Miscellaneous Revenue:	#207-000.670	$13,920

Increase 2024 Police Appropriations:		
Capital Outlay Machinery:	#207-301-50.970.0030	$13,920

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION:

1) I move to approve an amendment to Purchase Order #2024-00000568 issued to Kiesler Police Supply, Inc., increasing it from $86,638.90 to $100,504.45.

2) Additionally, I move to approve the above listed 2024 budget amendment to Police revenues and expenses, both in the amount of $13,920.

ATTACHMENTS: Attachment A – Kiesler's Updated Quote

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM #G-17**

ITEM: Consider Approving a One-Year Contract Renewal with Michigan Police Legal Advisor Group

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting to renew its annual contract with the Michigan Police Legal Advisor Group, Inc. (MPLAG), for legal advice on administrative and operational issues, department policies, and legal update training. The contract renewal is based on 144 hours per year, and is paid in monthly installments, for a total cost of $34,560.

BACKGROUND INFORMATION: The Police Department has maintained various contracts with MPLAG since 2018, validating the importance of legal services and consultation specific to law enforcement. There is no increase from the 2023 agreement.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve a one-year contract renewal for legal services with Michigan Police Legal Advisor Group LLC, in the amount of $34,560.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds for this contract will be expensed from the 2024 Police Professional & Contractual Services - Legal Account #207-301-50.801_0020.

IMPLEMENTATION PLAN: Upon Board approval, the departments will prepare a contract based on this proposal, for signature by the Township Supervisor.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve a one-year contract renewal for police legal services with Michigan Police Legal Advisor Group LLC, in the amount of $34,560.

ATTACHMENTS: Attachment A – MPLAG Contract Proposal

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 13, 2024 **AGENDA ITEM #G-18**

ITEM: Consider Approving an Agreement for Consulting Services between Canton Township and Treatment Intervention Services, LLC., with an Associated Amendment to the 2024 Opioid Recovery Budget

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting approval of a three-year agreement with Treatment Intervention Services LLC, to be paid monthly for a total annual amount of $36,000. This agreement begins in September 2024 and includes one optional three-year renewal period at the discretion of the Township Supervisor. Funds from the Opioid Settlement Fund will be used for this expense, according to the included budget amendment.

BACKGROUND INFORMATION: Services provided under this agreement include consultation of the Police Department's Embedded Clinician Program and are expanding to include assisting the Township with program development focusing on the emotional and developmental needs of young people.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the three-year agreement, with an optional renewal, for consulting services between Canton Township and Treatment Intervention Services, LLC, in the amount of $36,000 annually, to be paid in monthly installments.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Amend the 2024 Opioid Recovery budget to increase revenue in Insurance Settlements #284-000.698 by $12,000; and to increase expenses in Professional Services #284-300.801_0050 by $12,000. This will cover September – December 2024 payments and the future budgets will be adjusted accordingly.

IMPLEMENTATION PLAN: Upon Board approval the agreement will be signed by the Township Supervisor.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION:

1) I move to approve the above listed budget amendment and approve a three-year agreement, with an optional renewal, for consulting services between Canton Township and Treatment Intervention Services, LLC, in the amount of $36,000 annually, to be paid in monthly installments from the Opioid Recovery Fund.

ATTACHMENTS: Attachment A – Proposed Agreement

CANTON COMMUNITY
<u>REQUEST FOR BOARD ACTION</u>

MEETING DATE: August 13, 2024 **AGENDA ITEM # G-19**

ITEM: Consider WTUA Annual Budget Approval

PRESENTER: Anne Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: According to Section 7.5 of the Western Townships Utilities Authority (WTUA) Finance and Service Agreement with the Charter Townships of Canton, Northville, and Plymouth, WTUA shall annually submit a budget to each of the Townships for its approval in August of each year.

BACKGROUND INFORMATION:

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve WTUA's 2024/25 budget.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: WTUA costs assigned to Canton have been incorporated into our 2024 and 2025 budgets.

IMPLEMENTATION PLAN: Supervisor's office will advise WTUA of the Board's action.

DIRECTOR'S RECOMMENDATION: N/A

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the attached resolution affirming approval of WTUA's proposed budget for the fiscal year ending September 30, 2025.

ATTACHMENTS:
1. Resolution
2. WTUA 2024-2025 Budget

RESOLUTION OF THE CHARTER TOWNSHIP OF CANTON

Whereas, Western Townships Utilities Authority has prepared a proposed budget for the fiscal year ending September 30, 2025, which has been reviewed by the Finance Committee on July 17, 2024 and the Board of Commissioners on July 22, 2024; and

Whereas, the Authority is required to submit a budget to each of the member Townships for approval in August of each year; now therefore be it

Resolved, that the departmental budget for the Authority as presented on page 1 of the Proposed Annual Budget for the fiscal year ending September 30, 2025, in the amounts presented, is hereby approved.

AYES:
NAYS:

RESOLUTION DECLARED ADOPTED:

I, Michael A. Siegrist, Clerk of the Charter Township of Canton, County of Wayne, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution of action approved by the Board of Trustees at their regular meeting on August 13, 2024.

____

Michael A. Siegrist, Canton Township Clerk

CANTON COMMUNITY
<u>REQUEST FOR BOARD ACTION</u>

MEETING DATE: August 13, 2024 **AGENDA ITEM: #G-20**

<u>ITEM</u>: Consider Increase of Purchase Order to R&R Asphalt Inc for Additional Work on Pheasant Run Golf Course Paths

<u>PRESENTER:</u> David Norwood, Municipal Services Director

<u>INDIVIDUALS IN ATTENDANCE:</u> None Anticipated

<u>EXECUTIVE SUMMARY:</u> Engineering Services is requesting an increase of Purchase Order 2024-990 to R&R Asphalt Inc. in the amount of $300,400 for cement stabilization required to prepare the paving surface for the reconstruction of Pheasant Run Golf Course Paths.

<u>BACKGROUND:</u> On March 12, 2024, the Canton Township Board of Trustees awarded the 2024 Pheasant Run Golf Course Path Paving West and South Nine to R&R Asphalt. That work has begun. The west nine is complete, and work has begun on the south nine. Engineering and Leisure Services were aware that the potential of unsuitable subgrade existed on the south nine. Now that a portion (~40%) of the south nine path has been removed, Engineering Services has found the subgrade to been unsuitable for paving. This requires remediation to the subgrade so that asphalt may be placed. Remediation is done through cement stabilization of the subgrade to create a solid base to pave on. This method was used on a portion of the west nine and the results were quite satisfactory.

Currently, the estimated cost of stabilization is $360,000. $59,634 of that can be covered by the existing contingency. This is a cost of $144,000 to stabilize the subgrade under the portion (~40%) of the path that has already been removed.

The additional $156,400 is an estimate to stabilize the subgrade under the remaining portion (~60%) of the path that has not yet been removed. The intent is to plan for wort case; that the remaining portion (~60%) will require cement stabilization. However, if this is not required by Engineering Services, these funds will not be used.

The Board should also note that Purchase Order 2024-990 includes $349,735 (of which $50,000 is contingency) for work on Heritage Park Paths as well as path repair behind Summit on the Park. A Summary of those events is below.

March 12,2024 – PRGC Path work awarded to R&R (contract price of $999,812, with a contingency of $150,000, for a total award of $1,149,812).

July 9, 2024 – Heritage Park and Summit path work added to existing R&R Purchase Order ($40,000 for path repair behind Summit, $259,735 for the Heritage Park path improvements, and $50,000 contingency for a total increase of $349,735).

June 6, 2024 – A portion of the PRGC Path work contingency (originally $150,000) was approved by Finance and MSD for $90,366. This leaves a PRGC Path contingency of $59,634. This remaining contingency will be applied to the requested increase on this RBA, as described above.

ENGINEERING ASSESSMENT: On Monday August 5th, 6635 LF of cart path was pulverized and rolled. Tuesday August 6th, the township received over an inch of rain. Wednesday August 7th, golf course staff reported that the pulverized paths held up well and didn't see any problems. The course had an outing on Thursday August 8th, and by that afternoon many portions of the pulverized path were unpassable, and golf carts were getting stuck. On Friday August 9th, I met R&R onsite. They used one of their pickup trucks to do a proof roll, and the truck sank 6-12 inches in some areas. The water is pushing up from the clay base, and the more traffic that goes over it, the worse it's going to get. The path along holes 10-12 is the only access to the rest of the course, so all 100 of the 80,000 lbs asphalt trucks will need to drive that path. Without stabilization, 10-12 will not be able to be paved, and the trucks will not be able to reach the rest of the course. R&R has quoted us $144,000 for 4800 sq. yds of cement stabilization, which covers 5400 linear ft.

There are still 9,065 ft of the 15,700 feet of path yet to be pulverized. According to the staff at the golf course, some of those remaining areas are much wetter than 10, 11, and 12. If all the remaining un-pulverized areas needed stabilization it would be an additional $241,740 for a total of $385,740. As of Friday, 17 and 18 were not included in the area to be stabilized; however, should those areas begin to breakdown, that would be an additional 1098 LF or $32,940. Worst case scenario, if the entire south course would need to be stabilized the total number would be $418,680.

ACTION REQUESTED: Consider increase of Purchase Order 2024-990 by $300,400 for R&R Asphalt Inc. to complete the Pheasant Run Gold Course Path Improvements.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The following budget amendment is required to accommodate the request to increase the purchase order:

Increase Revenue:		
Fund Balance Appropriation	101-000-695	$300,400
Transfers in General	584-773-50.699_1010	$300,400
Increase Expenditures		
Transfer to Golf Course	101-969.995_5840	$300,400
Capital Outlay Land Improvements	584-773-50.970_0080	$300,400

IMPLEMENTATION PLAN: Upon Board approval, Engineering Services and Finance will revise a Purchase Order 2024-990 for R&R Asphalt Inc. Paving Company

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: Move to approve the above listed budget amendment, which increases the Purchase Order referenced above by $300,400 for R&R Asphalt Inc. to complete the Pheasant Run Golf Course Path Improvements

ATTACHMENTS

1. Contract Amendment