



Regular Council Meeting
July 22, 2024
Executive Summary

Item #	Summary
9A-C	<p>Description: Items for Action by Unanimous Consent</p> <p>Recommended Action: Motion to approve the consent agenda as presented.</p>
10A	<p>Description: Resolution 2024-20 CSI Equipment Lease</p> <p>Recommended Action: Motion to adopt Resolution 2024-20 as presented.</p>
10B	<p>Description: August 10, 2024, Block Party Site Plan Revision</p> <p>Recommended Action: Motion to approve, under direction of staff, the request from the Downtown Business Team to revise the site plan for the August 10, 2024 Block Party to include street closure for the entire section of Jefferson Street from State Street to Court Street.</p>
10C	<p>Description: YAC Roofsit</p> <p>Recommended Action: Motion to approve, under direction of staff, the Youth Advisory Council's request to hold their 24th annual Roof Sit in downtown Hastings on Saturday October 19, 2024, from 9:00 AM until 11:30 AM.</p>



City of *Hastings* Michigan

(269) 945-2468
FAX (269) 948-9544

201 E. State Street 49058

Item #	Summary
10D	<p>Description: Overdose Awareness Concert</p> <p>Recommended Action: Motion to approve the Barry County Serenity Club to accept donations and free will offerings during the Overdose Awareness Day concert on Saturday August 31, 2024, at the Thornapple Plaza.</p>
10E	<p>Description: Clarifier 2 (Wastewater Treatment Plant)</p> <p>Recommended Action: Motion to approve Moore & Bruggink's proposal for engineering service for the Final Clarifier #2 improvements for \$42,700.</p>
10F	<p>Description: Lead Service Line Replacement Parts</p> <p>Recommended Action: Motion to approve the purchase of service line replacement parts from Etna Supply in the amount of \$154,508.61.</p>
10G	<p>Description: Diesel/Gasoline Purchases</p> <p>Recommended Action: Motion to approve the purchase of Gasoline/Diesel fuel from Crystal Flash for \$70,000.</p>
10H	<p>Description: Salt Spreaders</p> <p>Recommended Action: Motion to approve the purchase of two (2) V-Bottom Monroe Salt Spreaders from Truck and Trailer Specialties in the amount of \$51,394.</p>



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10I	<p>Description: Compost Screening</p> <p>Recommended Action: Motion to approve the proposal for compost screening from Precise Excavating, Inc. for \$21,670.</p>
10J	<p>Description: Chlorine</p> <p>Recommended Action: Motion to approve the purchase of chlorine for the water treatment plant from Alexander Chemical for \$12,500.</p>
10K	<p>Description: Road Signs</p> <p>Recommended Action: Motion to approve the purchase of traffic control signs from Dornbos Signs in the amount of \$8,445.55.</p>
10L	<p>Description: Aluminum Sulfate Tank Cleaning</p> <p>Recommended Action: Motion to approve the proposal to clean the aluminum sulfate tank at the Wastewater Treatment Plant by Taplin Group for \$7,255.</p>
10M	<p>Description: Trucks 20 and 30 sales</p> <p>Recommended Action: Motion to approve the sale of trucks 20 and 30 at a minimum bid of \$51,000 each.</p>

City Council Agenda
July 22, 2024

1. Regular meeting called to order at 7:00 PM
2. Roll call
3. Pledge to the flag
- * 4. Approval of the agenda
- * 5. Approval of the minutes of the July 08, 2024, regular meeting
- √ 6. Public Hearings: (None)
7. Public Comment:
8. Formal Recognitions and Presentations:
 - A. Presentation from Dave Hatfield, Barry County Commissioner.
 - B. Attorney Jeff Sluggett Introduction.
- √ 9. Items for Action by Unanimous Consent:
 - * A. Consider approval of the 2024 Amateur World Disc Golf tournament August 5 through August 10, 2024, at Hammond Hill.
 - * B. Consider approval of the appointment of William A. Mattson to the Planning Commission and Zoning Board of Appeals.
 - * C. Consider approval of the appointment of Linda Perin as the City Clerk/Treasurer effective August 12, 2024, pending the conclusion of a background check.
- √ 10. Items of Business:
 - * A. Consider adoption of **Resolution 2024-20** (CSI Equipment Lease Agreement) as presented.
 - * B. Consider approval, under direction of staff, of the request from the Downtown Business Team to revise the site plan for the August 10, 2024, Block Party to include street closure for the entire section of Jefferson Street from State Street to Court Street.
 - * C. Consider approval, under direction of staff, of the Youth Advisory Council's request to hold their 24th annual Roof Sit in downtown Hastings on Saturday October 19, 2024, from 9:00 AM until 11:30 AM.

- * D. Consider approval of the Barry County Serenity Club to accept donations and free will offerings during the Overdose Awareness Day concert on Saturday, August 31, 2024, at the Thornapple Plaza.
- * E. Consider approval of a proposal for engineering services for Final Clarifier #2 improvements at the Wastewater Treatment Plant by Moore & Bruggink for **\$42,700**.
- * F. Consider approval of the purchase of service line replacement parts from Etna Supply in the amount of **\$154,508.61**.
- * G. Consider approval of the purchase of Gasoline/Diesel fuel from Crystal Flash for **\$70,000**.
- * H. Consider approval for the purchase of two (2) V-Bottom Monroe Salt Spreaders from Truck and Trailer Specialties in the amount of **\$51,394**.
- * I. Consider approval of a proposal for compost screening from Precise Excavating, Inc, for **\$21,670**.
- * J. Consider approval of the purchase of chlorine for the water treatment plant from Alexander Chemical for **\$12,500**.
- * K. Consider approval of the purchase of traffic control signs from Dornbos Signs in the amount of **\$8,445.55**.
- * L. Consider approval of a proposal to clean the aluminum sulfate tank at the Wastewater Treatment Plant by Taplin Group for **\$7,255**.
- * M. Consider approval of the sale of trucks 20 and 30 at a minimum bid of **\$51,000** each.

11. Staff Presentations and Policy Discussions (None)

12. City Manager Report:

- * A. Police Chief Boulter Monthly Report
- * B. Monthly Financial Reports
- * C. Community Development Director King Monthly Report

√ 13. Reports and Communications:

- * A. Draft DDA Minutes July 18, 2024

14. Public Comment:

15. Mayor and Council comment:

16. Adjourn

* Items with enclosures.

√ Motion under agenda heading requires roll call vote.

Guidelines for Public Comment

Public Comment is welcomed and appreciated. Please follow these simple guidelines to ensure all have an opportunity to be heard.

All comments and questions will be made through the chair. All comments will be made in a courteous and civil manner; profanity and personal attacks will not be tolerated. Please limit the length of your comments to 3 minutes. If you are a member of a group, please appoint a spokesperson to speak on behalf of the group (those speaking on behalf of a group may be provided additional time). Please state your name before offering comment.

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

City Council Minutes
July 8, 2024

1. Regular meeting called to order at 7:00 PM

2. Oath of Office – Terry Stenzelbarton, Council Member for the 2nd Ward

3. Roll call

Councilmembers Present: Barlow, Bowers, Brehm, Jarvis, McLean, Nesbitt, Resseguie, Stenzelbarton, and Tossava.

City Staff and Appointees Present: Moyer-Cale, Boulter, Hemerling, Jordan, King, and Tate.

4. Pledge to the flag

* 5. Approval of the agenda

Motion by McLean, with support from Barlow, to approve the agenda as amended.

All ayes. Motion carried.

* 6. Approval of the minutes of June 24, 2024, special and regular meeting

Motion by McLean, with support from Jarvis, to approve the minutes of the June 24, 2024, special and regular meeting.

Ayes: Barlow, Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, Stenzelbarton, and Tossava.

Nays: None.

Absent: None.

Motion carried.

√ 7. Public Hearings: (None)

8. Public Comment:

Joel Ibbotson, Rutland Township.

9. Formal Recognitions and Presentations:

A. Dave Hatfield did not present tonight.

- √ 10. Items for Action by Unanimous Consent:
- * A. Receive and place on file two (2) invoices totaling **\$12,400.00** as detailed in attachments.
- Motion by McLean, with support from Nesbitt, to receive and place on file two (2) invoices totaling \$12,400.00 as detailed in attachments.
- Ayes: Barlow, Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, Stenzelbarton, and Tossava.
Nays: None.
Absent: None.
Motion carried.
- * B. Consider casting a ballot on behalf of the City of Hastings for Victor Cardenas, Daniel Coss, and Bridget Dean to serve four-year terms on the MML Worker's Compensation Fund Board.
- Motion by Nesbitt, with support from McLean, to cast a ballot on behalf of the City of Hastings for Victor Cardenas, Daniel Coss, and Bridget Dean to serve four-year terms on the MML Worker's Compensation Fund Board.
- Ayes: Barlow, Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, Stenzelbarton, and Tossava.
Nays: None.
Absent: None.
Motion carried.
- * C. Consider acceptance, with regret, the resignation of Thomas Maurer from the Planning Commission and the Zoning Board of Appeals effective July 2, 2024.
- Motion by Barlow, with support from Resseguie, to accept, with regret, the resignation of Thomas Maurer from the Planning Commission and the Zoning Board of Appeals effective July 2, 2024.
- Ayes: Barlow, Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, Stenzelbarton, and Tossava.
Nays: None.
Absent: None.
Motion carried.
- √ 11. Items of Business:
- * A. Consider approval, under the direction of staff, of the Hastings Summerfest Committee's request to hold the annual Summerfest celebration on August 23, 24, and 25, 2024, at Fish Hatchery Park, Tyden Park, Parking Lots # 4, and # 5, various streets, the Spray Plaza and Thornapple Plaza and adopt Resolution 2024-19 staying the necessary ordinances.
- Comment from Tossava.

Motion by McLean, with support from Brehm, to approve, under the direction of staff, of the Hastings Summerfest Committee's request to hold the annual Summerfest celebration on August 23, 24, and 25, 2024, at Fish Hatchery Park, Tyden Park, Parking Lots # 4, and # 5, various streets, the Spray Plaza and Thornapple Plaza and adopt Resolution 2024-19 staying the necessary ordinances.

Ayes: Barlow, Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, Stenzelbarton, and Tossava.

Nays: None.

Absent: None.

Motion carried.

- * B. Consider approval, under the direction of staff, of the Central Elementary *PTO STOMP for Books* fundraiser to be held Tuesday, September 24, 2024, from 8:00 AM to 3:00 PM.

Question and comment from Tossava.

Motion by Nesbitt, with support from McLean, to approve, under the direction of staff, of the Central Elementary *PTO STOMP for Books* fundraiser to be held Tuesday, September 24, 2024, from 8:00 AM to 3:00 PM.

Ayes: Barlow, Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, Stenzelbarton, and Tossava.

Nays: None.

Absent: None.

Motion carried.

- * C. Consider approval of a contract for plumbing for FY25 lead line replacements from Advantage Plumbing & Drain for the sum of **\$154,129.50**.

Questions from Jarvis and Stenzelbarton.

Comments from Tossava and DPS Director Tate.

Motion by Jarvis, with support from Barlow, to approve a contract for plumbing for FY25 lead line replacements from Advantage Plumbing & Drain for the sum of **\$154,129.50**.

Ayes: Barlow, Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, Stenzelbarton, and Tossava.

Nays: None.

Absent: None.

Motion carried.

- * D. Consider approval of a contract for 2024 Street Line Painting with Michigan Pavement Markings for **\$34,976**.

Question from Tossava.

Comment from DPS Director Tate.

Motion by Nesbitt, with support from McLean, to approve a contract for 2024 Street Line Painting with Michigan Pavement Markings for **\$34,976**.

Ayes: Barlow, Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, Stenzelbarton, and Tossava.

Nays: None.

Absent: None.

Motion carried.

- * E. Consider approval of chemical purchases for the water treatment plant and wastewater treatment plant from:
- WaterSolve, Polymer (WWTP): \$3.30 per lb. or 16 ea. 450lb Drums at **\$23,760**.
 - USALCO, Alum (WWTP): \$293.76 per wet ton at 180 wet tons per year is **\$52,876.80**.
 - Elhorn Engineering, Phosphate (WTP): \$455.00 per drum at 60 drums per year is **\$27,300**.

Motion by Barlow, with support from Resseguie, to approve the listed chemical purchases for the water treatment plant and wastewater treatment plant.

Ayes: Barlow, Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, Stenzelbarton, and Tossava.

Nays: None.

Absent: None.

Motion carried.

- * F. Consider approval of the purchase of two (2) 2024 GMC Sierra 2500HD trucks through MiDeal from Todd Wenzel for a total of **\$123,992**.

Questions from Bowers, McLean, and Stenzelbarton.

Comments from Jarvis and Tossava.

Motion by Stenzelbarton, with support from Resseguie, to approve the purchase of two (2) 2024 GMC Sierra 2500HD trucks through MiDeal from Todd Wenzel for a total of **\$123,992**.

Ayes: Barlow, Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, Stenzelbarton, and Tossava.

Nays: None.

Absent: None.

Motion carried.

12. Staff Presentations and Policy Discussions (None)

13. City Manager Report:

City Manager Moyer-Cale addressed council.

- * A. Public Services Director Tate presented his monthly report.
- * B. Fire Chief Jordan presented his monthly report and addressed council.
Questions from Jarvis, Stenzelbarton, and Tossava.
- * C. Library Director Hemerling presented her monthly report.
Question from Tossava.
- * D. Assessor Rashid's Monthly Report was presented.

√ 14. Reports and Communications:

- * A. YMCA Update June 20, 2024
- * B. Draft DDA Minutes June 20, 2024
- * C. Draft Library Board Minutes July 1, 2024

Motion by McLean, with support from Barlow, to accept and place on file items 14 A-C.

All ayes. Motion carried.

15. Public Comment: (None).

16. Mayor and Council comment:

Comments from Nesbitt, Stenzelbarton, Jarvis, Resseguie, and Tossava.

17. Adjourn

Motion by McLean, with support from Nesbitt, to adjourn at 7:31 PM.

All ayes. Motion carried.

Read and Approved:

David J. Tossava, Mayor

Amy Hubbell, Deputy City Clerk



Regular Council Agenda Item Memorandum

To: Hastings City Council

From: Sarah Moyer-Cale, City Manager

Subject: Approval of 2024 Amateur World Disc Golf Tournament to be held at Hammond Hill

Meeting Date: July 22, 2024

Recommended Action:

Motion to approve the 2024 Amateur World Disc Golf tournament August 5 through August 10, 2024, at Hammond Hill.

Background Information:

The course in Grand Rapids where the tournament was planned to be held is flooded. The PDGA is looking at our course this week to see if anything needs to be done to it, but all we are aware of at this point is the need for an additional porta john for the week. They will do tee times instead of a shot-gun start so although the park will be full throughout the week, additional parking will not be needed.

This event brings in over 450 competitors from around the world and is a great opportunity to show off what our City has to offer. We are hopeful that a successful event this year will help us bid for more tournaments in the future.

Financial Implications:

None.

Attachments:

None.



City of Hastings

201 E. State Street
Hastings, Michigan 49058
(269) 945-2468 • Fax (269) 948-9544

APPLICATION FOR MEMBERSHIP AND/OR REAPPOINTMENT ON CITY BOARDS OR COMMISSIONS

Mail or Deliver Completed Application to: City Clerk
City of Hastings
201 E. State St.
Hastings, MI 49058

The information in this application is requested to assist the Mayor and/or City Council in selecting individuals to serve on City Boards & Commissions. Completion of the Application and Consent and Certification is mandatory for consideration of appointment.

Thank you for your interest in serving on a City of Hastings board or commission. The Hastings City Council requires that every member of a board or commission meet the following qualifications:

- Appointee is not in default to the City (appointee does not have unpaid water/sewer bills or property taxes).
- For most Boards & Commissions, appointee should be a resident of the City.

Name: WILLIAM A MATTSON
(First) (Middle) (Last)

Home Address: [REDACTED] EAST GRAND, HASTINGS Telephone #: [REDACTED]

Place of Employment: FAMILY SUPPORT CENTER OF BARRY COUNTY

Business Address: 231 S BROADWAY, HASTINGS Telephone #: [REDACTED]

E-Mail: [REDACTED] Fax #: [REDACTED]

Title / Type of Work: PROGRAM DIRECTOR

Length of Residence in City: 4+ YEARS Own/Rent: OWN US Citizen: Y N

Educational Background:

BS CRIMINAL JUSTICE; MASTERS PROGRAM IN COUNSELLING
(NO DEGREE); 39 YEARS OF NON-PROFIT EXPERIENCE

Community Activities:

BARRY COUNTY PLANNING COMMISSION MEMBER, BARRY
COUNTY CMH AUTHORITY VICE CHAIR.

List Board or Commission on which you are interested in serving (see detailed descriptions on the City of Hastings website):

- 1) PLANNING
- 2) ZBA
- 3) AIRPORT
- 4) BRA

Additional information on experience, qualifications, etc.:

I HAVE SERVED ON THE MONROE COUNTY CMH BOARD FOR 7 YEARS, SERVED ON THE ORION CABLE COMMISSION.

Please comment briefly on why you wish to serve on a particular board or commission. Be specific as to your goals and ideas regarding how you wish to contribute to the work of the board or commission:

I BELIEVE IN SERVANT LEADERSHIP AND THIS WOULD GIVE ME AN OPPORTUNITY TO MAKE A DIFFERENCE IN THE CITY

Relationship to City Officials/Department Heads: Are you, your spouse, or other close family members related to any City Officials or Department Heads? If yes, please explain:

NO RELATIONSHIP

Business relationship: Do you, your spouse, or any close family member currently have a business relationship with the City of Hastings? If yes, please explain:

NO RELATIONSHIP

Convictions: Have you ever been convicted of any criminal violation? Have you ever been convicted of a felony while holding public office or public employment? If yes, please explain:

NO CONVICTIONS

REFERENCES:

Name: LINDA MAUPIN Relationship: SUPERVISOR
Telephone #: [REDACTED]

Name: DAVE JACKSON Relationship: COUNTY COMM CHAIR
Telephone #: [REDACTED]

The following information and consent is necessary in order to conduct a proper review of your application for appointment. This information will be kept confidential.

CONSENT AND CERTIFICATION

I consent to the release of information concerning my ability and fitness for the position to which I seek appointment by my employer(s), school(s), law enforcement agencies, and other individuals and organizations to the City of Hastings Office of the City Manager.

I hereby authorize the City of Hastings to verify all the information I have provided on my application. I also agree to execute any additional written authorizations necessary for the City to obtain access to and copies of records pertaining to this information. I release the City of Hastings and agencies who have released information from all liability arising from information given or received.

I certify that I can and will, upon request, substantiate all statements made by me on this application; that such statements are true, complete and correct to the best of my knowledge I understand that a false statement, dishonest answer, misrepresentation or omission to any question will be sufficient for rejection of my application, removal of my name from the eligible list or my immediate removal should such falsifications or misrepresentation be discovered after I am sworn in to any Board or Commission.

I, WILLIAM A. MATTHEWSON certify that the information provided
(Please Print)

in this application is, to the best of my knowledge, true and accurate.

Date of Birth: [REDACTED]

Signature: [Handwritten Signature] Date: 7/16/2024



Regular Council Agenda Item Memorandum

To: Hastings City Council

From: Sarah Moyer-Cale, City Manager

Subject: Appointment of Clerk/Treasurer

Meeting Date: July 22, 2024

Recommended Action:

Motion to appoint Linda Perin as the City Clerk/Treasurer effective August 12, 2024, pending the conclusion of a background check.

Background Information:

I am pleased to request your support for the appointment of Linda Perin to the position of Clerk/Treasurer for the City of Hastings. Linda is presently the Wealth Management Operations Manager at Highpoint Community Bank and has served in several Finance Director and Controller roles for various businesses including Four Winds Casino. She holds a Bachelor of Business Administration in Accounting from Davenport College of Business.

Linda enjoys living in the Hastings community and understands our values. She is very personable, thoughtful, and a quick learner. I have no doubt that she will lead the Finance Department in a highly effective way.

Linda plans to attend our Council meeting to be introduced to you.

Financial Implications:

N/A

Attachments:

- Resume for Linda Perin

LINDA PERIN

PROFESSIONAL PROFILE

Dedicated, results-driven accounting professional with more than twenty-five years of experience building relationships, performing audit engagements, general ledger and financial statement work, and leading accounting teams. Proficient in Excel and skilled in learning and adapting to new software systems. Critical thinking and problem-solving skills. Possess a high degree of emotional intelligence, maturity, integrity, and confidentiality.

AREAS OF EXPERTISE

- ◆ General & Revenue Accounting
- ◆ Financial Statements & Audits
- ◆ Budgeting & Forecasting
- ◆ Written & Verbal Communication Skills
- ◆ Records Management
- ◆ Tax Reporting & Returns
- ◆ Regulatory Compliance
- ◆ Critical Thinking & Time Management Skills
- ◆ Project Management
- ◆ Accounts Payable & Receivable
- ◆ Confidentiality & Integrity
- ◆ Team Leadership & Collaboration

PROFESSIONAL EXPERIENCE

HIGHPOINT COMMUNITY BANK
Wealth Management Operations Manager

APRIL 2023-PRESENT
Hastings, MI

- ◆ Post daily Interest, Dividends, Maturities, Trades, and Corporate Action activity to client accounts in Wealth Management System. Maintain reconciliation of multi-million-dollar investment portfolios on multiple investment platforms to in-house Wealth Management System.
- ◆ Process daily client deposit and disbursement requests, pay client bills, remit quarterly Federal and State tax payments on behalf of clients. Reconcile two Wealth Management bank accounts.
- ◆ Open new client accounts, maintain all required documentation for new accounts, work with Trust Officer to ensure funding of new accounts. Manage client requests to close accounts which may involve rolling assets over to another financial institution or liquidating assets and processing distribution to client.
- ◆ Prepare and post Quarterly and Annual Management Fees. Prepare and distribute Monthly, Quarterly, and Annual Client Statements. Prepare and distribute annual 1099 tax forms. Work with FDIC and External Auditors, as necessary.
- ◆ Train and develop Operations team consisting of one full-time and one part-time employee.
- ◆ Cultivate professional relationships with clients and vendors through phone calls, e-mail, and in person.

BENNETT TRAVEL, LLC
Business Manager

OCTOBER 2018 – APRIL 2023
Hastings, MI

- ◆ Accounts Receivable: established client payment schedules, generated customized trip-specific invoices, managed online credit card payment portal. Ensured all trips paid in full before departure deadline.
- ◆ Accounts Payable: all vendor reservations and payments; paid Tour Director contractors; issued annual 1099-NEC tax forms.

Linda Perin

Résumé ■ Page Two

Professional Experience (continued)

- ◆ General Ledger: all month-end accounting, recorded revenue and expenses, financial statement preparation, reconciled four bank accounts, on-line credit card activity, and general ledger account reconciliations.
- ◆ Crafted cost sheets for each trip destination location to replace manual process. Utilized cost sheets including pivot tables and VLookup to calculate and provide detailed quotes and proposals by including price per person, overall group price, credit card fees, company commission and gross profit.
- ◆ Provided company accounting records in a timely manner to external CPA firm for annual business tax return; worked with CPA on any questions.

FOUR WINDS CASINO Casino Controller

SEPTEMBER 2008 – DECEMBER 2017
New Buffalo, MI

- ◆ Supervised employees within revenue audit, count room, warehouse and receiving departments at four property locations. Responsible for hiring, training & coaching, evaluating, promotion, and termination of team members. Promoted employee morale through recognition programs and incentives.
- ◆ Prepared daily and monthly journal entries to record casino revenue and related expenses for slot machines, table games, hotel, retail venues, all food & beverages venues. Completed monthly general ledger account reconciliations. With Financial Controller prepared and presented multi-company financial statement reviews with Department VPs, Gaming Commission, and Tribal Leadership. Generated executive daily operating report for all casino locations. Developed and administered annual budgets. Point-of-contact for quarterly and annual internal audits and external Gaming Commission and Michigan Gaming Control Board audits.
- ◆ Member of Leadership Team responsible for planning and opening three additional casino locations from 2010-2017. Obtained annual approval on capital requests for upgrade and replacement of necessary equipment. Assisted with design and construction of new warehouse building, developed storage management process.
- ◆ Identified areas for improvement in inventory tracking and counting processes, implemented programs to resolve inefficiencies. Reduced concerns identified by internal audits within count room operations. Assessed potential risks, implementing casino controls according to compliance guidelines. Developed secure procedures and route for transportation of documents, mail, gaming equipment and casino supplies between properties located in SW Michigan and South Bend, Indiana.

INDIANA LIVE! CASINO Director of Casino Accounting

JANUARY 2008 – SEPTEMBER 2008
Shelbyville, IN

- ◆ Recruited by executive leadership to develop and open the Temporary Casino. Designed layout of count room and cage areas to ensure asset security and efficient work areas. Purchased all cage and count room equipment. Managed the day-to-day operations of the casino Cashier's Cage, Revenue Audit, and Count Room. Created the Accounting Department structure for this new casino and assisted in hiring team members for all areas within Accounting Department.

Linda Perin

Résumé ■ Page Three

Professional Experience (continued)

- ◆ Worked with department managers to write all casino Internal Controls to ensure compliance with Indiana Gaming Regulations. Collaborated with Indiana Gaming Commission to successfully execute initial operations trial. Promptly submitted necessary documentation, including revenue audit reports, tax returns and audit exception report for Commission approval to open the casino.
- ◆ Recorded all casino activity through daily and monthly journal entries and GL account reconciliations after casino opened. Responsible for daily RG-1 and monthly RG-2 tax filing with Indiana Gaming Commission.

FRENCH LICK RESORT & CASINO **Director of Casino Finance**

FEBRUARY 2006 – JANUARY 2008
French Lick, IN

- ◆ Recruited by executive leadership to ensure successful casino opening. Supervised employees of revenue audit, cashier's cage, and count room departments. Designed layout of count room and cage areas to ensure asset security and efficient work areas. Purchased all cage and count room equipment. Trained and mentored employees in casino operations and best practices.
- ◆ Collaborated with Indiana Gaming Commission to successfully execute initial operations trial. Promptly submitted necessary documentation, including revenue audit reports, tax returns and audit exception report for Commission approval. One of key leadership members involved in successful opening of casino.
- ◆ Managed department budget by closely monitoring expenses and performing extensive cost analysis. Continuously analyzed casino's cost structure based on real-time data to optimize profit margins. Supervised analysis of budgets, forecasts, financial reports, and financial trends. Prepared monthly journal entries and streamlined compilation of source data for use in financial reporting packages and GL account reconciliations. Responsible for daily RG-1 and monthly RG-2 tax filing with Indiana Gaming Commission.

INN OF THE MOUNTAIN GODS RESORT & CASINO **Acting Director of Finance & Casino Controller**

JULY 2005 – JANUARY 2006
Mescalero, NM

- ◆ Supervised performance of cage cashiers, revenue audit and count room departments at two casino properties. Selected to lead the financial accounting department on a temporary basis within six weeks of employment due to termination of CFO. Monitored all accounting for gaming-related financial and auditing reporting, internal controls, statistical reporting, daily distribution of casino performance and reconciliations. Performed all functions in accordance with applicable Gaming Control Board, Federal laws, and gaming regulations.
- ◆ Contributed to departmental effectiveness by identifying short-term and long-range issues and goals, recommending courses of action, and implementing directives. Addressed lack of monthly close process.
- ◆ Spearheaded cash flow analysis to identify opportunities to establish and exceed accounts payable objectives. Collaborated closely with internal audit department to craft control procedures for accounts payable and standard operating procedures. Eliminated financial risks, promoted separation of duties, and improved operational oversight by updating responsibilities for financial transactions and accounting.

Linda Perin

Résumé ■ Page Four

Professional Experience (continued)

GRAND VICTORIA CASINO & RESORT
Operations Controller

MAY 2001 – JUNE 2005
Rising Sun, IN

- ◆ Spearheaded operations within revenue audit and count room departments. Directed team in efficient upgrade of casino management system and slot machine software and hardware without operational downtime. Coordinated with vendors to purchase new currency counting equipment. Built familiarity with new equipment to train and mentor employees. Devised cross-training program to assist with transition to TITO technology, promoting employee retention.
- ◆ Prepared monthly journal entries and completed general ledger reconciliations in conjunction with Financial Controller. Responsible for daily RG-1 and monthly RG-2 tax filing with Indiana Gaming Commission.
- ◆ Performed Title 31 and BSA reporting, closely adhering to filing deadlines. Point-of-contact for internal and external quarterly and annual audits, identifying areas of concern and mitigating risks. Served as point of contact for state auditors with gaming commission. Ensured efficient scheduling while maintaining labor costs, meeting staffing objectives and achieving guest satisfaction.

EDUCATION & ADDITIONAL TRAINING

Bachelor of Business Administration in Accounting
Minors in Management & Social Science
Davenport College of Business, Grand Rapids, MI

Infinium General Ledger Training
Chicago, IL

TECHNICAL SKILLS

Global Wealth ES Management System
JHA/Xperience Banking System
Microsoft 365 (Excel, Word, Outlook)
SAP Concur Expense, Travel and Invoice Management Software
QuickBooks Desktop
Stripe Online Payment Processing
Video Conferencing via Zoom and Microsoft Teams
Infinium General Ledger System (AS400 system)
Stratton-Warren Inventory and Procurement Management System (AS400 system)
Hotel Management Systems
Casino Management Systems
Agilysis Infogenesis Point-of-Sale System



Regular Council Agenda Item Memorandum

To: Hastings City Council

From: Sarah Moyer-Cale, City Manager

Subject: Resolution 2024-20 CSI Equipment Lease

Meeting Date: July 22, 2024

Recommended Action:

Motion to adopt Resolution 2024-20 as presented.

Background Information:

At the Council meeting of June 10th, Council approved entering into a lease agreement with CSI Leasing for computer equipment for 36 months, contingent on the City Attorney's review. Our attorney has reviewed the documents and supplied a letter of opinion to CSI Leasing which has neither accepted nor rejected its suitability for their purposes at the time of writing.

Our attorney has drafted a resolution for more formalized approval of the lease agreement which is before you for adoption.

Financial Implications:

None.

Attachments:

- Resolution 2024-20
- Equipment Schedule 2

CITY OF HASTINGS
(County of Barry, State of Michigan)

Resolution No 2024-20

RESOLUTION AUTHORIZING EQUIPMENT LEASE AGREEMENT

Minutes of a regular meeting of the City Council of the City of Hastings, County of Barry, State of Michigan, held on July 22, 2024 at 7:00 p.m., local time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by Member _____ and supported by Member _____:

WHEREAS, the City Council of the City of Hastings (the “City”) has determined that it is in the best interest of the City to lease 26 Desktop and 17 Laptop PC replacements (the “Equipment”) by entering into an Equipment Schedule No. 2 (the “Equipment Schedule No. 2”), which will supplement the Master Lease Agreement No. 301092 (the “Master Lease Agreement”), dated as of February 8, 2021 between the City and CSI Leasing, Inc. (the “Lessor”); and

WHEREAS, it is the desire of the City Council to authorize the Authorized Officers (defined herein) to negotiate and finalize the terms of Equipment Schedule No. 2, and authorize City officials to execute certain other documentation and undertake necessary actions relative thereto.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Authorization to Enter into Equipment Lease. The City Council hereby authorizes entering into the Master Lease Agreement, as supplemented by Equipment Schedule No. 2 (collectively the “Agreement”), for purposes of leasing the Equipment and authorizes the Mayor and the City Manager, or either one of them acting alone (each an “Authorized Officer”), to execute and deliver the Agreement. The form, terms and provisions of the Agreement are hereby approved in substantially the form presented at this meeting, with such insertions, omissions and changes as shall be approved by the Authorized Officer executing the same, subject to the parameters set forth in this resolution, the execution of such documents being conclusive evidence of such approval.

2. Other Actions Authorized. Any Authorized Officer may take all action necessary or reasonably required by the parties to the Agreement to carry out, give effect to and consummate the transactions contemplated thereby and to take all action necessary in conformity therewith, including, without limitation, the execution and delivery of any closing and other documents required to be delivered in connection with the Agreement.

3. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

YEAS: _____

NAYS: _____

ABSTAIN: _____

RESOLUTION DECLARED

CERTIFICATION

The undersigned, the duly qualified and acting Clerk of the City of Hastings, State of Michigan (the "City") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on July 22, 2024, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act 267, Public Acts of Michigan, 1976, as amended.

Dated: July __, 2024

Deputy Clerk
City of Hastings



EQUIPMENT SCHEDULE NO. 2 dated as of July 3, 2024

LESSOR: **CSI LEASING, INC.**
 LESSEE: **THE CITY OF HASTINGS**
 201 East State Street
 Hastings, Michigan 49058

Lessor and Lessee agree that, except as modified or superseded by this Equipment Schedule, all of the terms and conditions of the **Master Lease Agreement No. 301092** dated February 8, 2021, are hereby incorporated herein and made a part hereof:

1. **Equipment:** A detailed list of Equipment is set forth on the attached proposal from Aunalytics – Kalamazoo (“Aunalytics”), number KZ013956 version 2 dated June 26, 2024.
2. **Equipment Location:** 201 East State Street, Hastings, Michigan 49058
3. **Total Monthly Rental; Daily Rental:**
 - a) The total Monthly Rental is \$1,735.54, subject to the increase for the financing of Daily Rental as set forth in section 3b below. Lessee shall pay rental monthly in advance, with the first payment due on the first day of the Initial Term and the remaining payments due on the first day of each month thereafter. The Monthly Rental for each Unit will be set forth in the Certificate of Acceptance.
 - b) Notwithstanding the provisions of section 3 of the Master Lease, Daily Rental will be payable over the term of the Lease, instead of in a lump sum, and will be calculated as follows. The "lump sum" Daily Rental will be calculated on the first day of the Initial Term, or as soon thereafter as is reasonably practicable. A factor of .03 will be multiplied by the "lump sum" Daily Rental and the result will be the monthly payment for Daily Rental. The resulting monthly payment amount shall then be assigned to Units of Equipment and will be treated as additional rental for the lease of the Equipment.
4. **Initial Term:** The Initial Term is 36 months.
5. **Anticipated Installation Date:** July/August 2024
6. **Lessor's Purchase of Equipment:** Lessor will buy the Equipment directly from Aunalytics by taking an assignment of Lessee's purchase agreement with Aunalytics. Lessor's performance under this Lease is conditioned on Aunalytics selling the Equipment to Lessor at a price not to exceed \$59,999.68. Lessor is not liable for any failure or delay in delivery caused by Aunalytics or any other party or condition not within Lessor's control.

7. **Stipulated Loss Value:** The Stipulated Loss Value of the Equipment will equal a percentage, as set forth in the following table, of the Base Value of the Equipment. **The Base Value is \$60,000.00.**

If there is a loss of less than all of the Equipment listed on the Equipment Schedule, the Stipulated Loss Value shall be allocated to the Units lost in the same proportion as the Monthly Rental per Unit for the lost Units bears to the Monthly Rental for all Units listed on the Equipment Schedule.

MONTHLY PAYMENTS MADE	STIPULATED LOSS VALUE (PERCENT OF BASE VALUE)	MONTHLY PAYMENTS MADE	STIPULATED LOSS VALUE (PERCENT OF BASE VALUE)	MONTHLY PAYMENTS MADE	STIPULATED LOSS VALUE (PERCENT OF BASE VALUE)
0	110.0%	13	80.0%	25	54.9%
1	107.6	14	77.7	26	53.0
2	105.3	15	75.6	27	51.1
3	102.9	16	73.4	28	49.3
4	100.6	17	71.2	29	47.5
5	98.2	18	69.1	30	45.7
6	95.9	19	67.0	31	43.9
7	93.6	20	64.9	32	42.2
8	91.3	21	62.9	33	40.5
9	89.0	22	60.8	34	38.9
10	86.7	23	58.8	35	37.3
11	84.4	24	56.9	36 and thereafter	35.0
12	82.2				

8. **Extension Option:** Provided that Lessee is not then in default under the Lease, at the expiration of the Initial Term and upon no less than 90 days prior written notice to Lessor, Lessee shall have a one-time option to extend the Lease for a mutually agreed upon term, with respect to all or part of the Equipment, at the then current fair market rental rate. Lessee shall state in its notice what units of Equipment it will extend. The provisions of section 2.2 of the Master Lease control with respect to the units not listed in Lessee's notice. In the event Lessor and Lessee cannot agree on the fair market rental rate, then such rate shall equal the average of three appraisals obtained from three members of the Association of Service and Computer Dealers International, one member to be chosen by Lessor, the second member to be chosen by Lessee, and the third member to be chosen by the first two members. If Lessee fails to exercise this option, then the provisions of section 2.2 of the Master Lease control.

9. **Essential Use:** Lessee confirms and affirms that the Equipment leased hereunder is essential to the governmental functions of The City of Hastings. The Equipment will be used by Lessee for the purpose of performing one or more of Lessee's governmental functions consistent with the permissible scope of Lessee's authority and not in any trade or business carried on by any person other than Lessee.

10. **Opinion of Counsel:** Lessor's performance hereunder is conditioned on receipt of an opinion of counsel for Lessee in a form and substance acceptable to Lessor.

11. **Cancellation of Previous Equipment Schedule:** On execution of this Equipment Schedule No. 2 by the parties, Equipment Schedule No. 2 dated June 21, 2024, is cancelled and superseded.

12. **Financing Statement:** A photocopy of this Equipment Schedule, and any exhibits or addenda hereto, may be filed as a precautionary Uniform Commercial Code Financing Statement to evidence Lessor's interest in the Equipment.

AT LESSOR'S OPTION, THIS EQUIPMENT SCHEDULE SHALL NOT BE EFFECTIVE UNLESS SIGNED BY LESSEE AND RETURNED TO LESSOR ON OR BEFORE **JULY 10, 2024**.

CSI Leasing, Inc.

Signature: _____

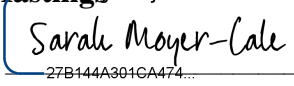
Printed Name: _____

Title: _____

Date: _____

DAS/DETR

The City of Hastings signed by:

Signature:  _____
27B144A301CA474...

Printed Name: **Sarah Moyer-Cale** _____

Title: **City Manager** _____

Date: **7/8/2024** _____

aunalytics

We have prepared a Proposal for you

26 Desktop & 17 Laptop PC Replacements

Proposal # KZ013956
Version 2

PREPARED FOR:

City of Hastings, MI

Sarah Moyer-Cale
smoyer-cale@hastingsmi.gov

PREPARED BY:

Aunalytics - Kalamazoo

Jeff Ray
jeff.ray@aunalytics.com



Statement of Work

Project Intent

- Implement 26 Desktop and 17 Laptop PC replacements for the environment.
 - Important Note: This design requires all endpoints to be covered under Secure Managed Services.

Scope

Project Preparation-

- Review the project internally.
- Review the project design with the client.
- Review the project and PCR (Project Change Request) process with the client.
- Discuss/review replacement desktops and associated end-user list with the client.
- Verify imaging/application deployment process.
- End-user type- Existing users, review existing endpoints.
- Verify Aunalytics Cloud services for the existing users.
- Determine any associated project risk.
- Develop a detailed project timeline.

Endpoint Preparation-

- Prep the new endpoints for the environment.
- Reinstall Office 365 based on existing subscription through Aunalytics.
- Patch systems and connect to the Aunalytics Cloud.
- Reinstall associated endpoint agents.
- Location and quantity information-
 - All sites- 26 Desktop and 17 Laptop PC replacements

Endpoint Deployment-

- Deploy the new endpoints into the environment.
- Migrate minimal data from old endpoints to new.
- Verify Cloud Services/Remote Desktop Services, endpoint agents, and network printing.
- Remove Aunalytics endpoint agents from the old systems where applicable.
- Location and quantity information-
 - All sites- 26 Desktop and 17 Laptop PC replacements

Project Follow-up and Documentation-

- Help to resolve open project related issues.
- Adjust Cloud and/or Managed Services based on the proposal.
- Document the project.
- Review the project with the client.



Technical / Project Approach

Experienced Aunalytics staff will be utilized for this initiative including; Project Manager and Supporting Engineers. Oversight for technical quality and functionality of all configured service features will be provided by Operations Management. All assigned staff have requisite experience to support the project Scope.

All equipment configuration changes and replacements will require a maintenance window. These will be scheduled with the Client at their convenience.

Aunalytics utilizes Autotask software for project management. The Client will be provided an account and portal for this software. If the scope warrants a Project Manager, the project phases and tasks will be built using this software. The Client will have the capability to view the project and its status. Regular project management meetings will be held to track the progress of the project. The frequency of these meetings can be adjusted per the Client's request.

Timeline for Execution

The timeline for this installation will be coordinated between the Aunalytics Delivery Team and the Client.

Client Responsibilities & Assumptions

- Communicate changes with Client staff.
- Coordination of maintenance windows with Aunalytics staff.
- Client to provide access to the facility as well as systems being worked on during scheduled project hours.
- Backups will be current before any technical tasks can be started.
- Client to expect approximately 1-2 hours (per endpoint) of downtime during this project.
- Client to verify any Line of Business application functionality prior to as well as after project implementation, which is ultimately part of the larger Project Test Plan.
- Be aware that from a Windows PC perspective, Windows 10/11 Professional (properly updated and current) are the only supported Windows operating systems. Any systems running older/unsupported versions of Windows should be replaced or upgraded prior to this project. Any of these systems remaining on the network may cause additional billable time while retaining limited network functionality.
- Administrative usernames and passwords for existing systems will be available.
- Client is ultimately responsible for disposing of old hardware and any associated data therein. Upon request, Aunalytics can be commissioned to perform this task on a time and materials basis beyond this particular project scope.
- Aunalytics by default will enable remote access capabilities to a client environment from the Aunalytics environment. This remote access is enabled for the sole purpose of providing remote support capabilities.
- Any task requested, but not listed in this proposal, can either be added and quoted, or added later under the PCR (Process Change Request) process.



Change Management Procedures

In the event it is necessary to change this SOW, the following terms will apply.

A change request document ("Change Request") will be executed by the parties, describing the nature of the (material) change, the reason for such change, and the effect such change will have on the scope of work, which may include changes to the deliverables, project personnel, or Services.

Either party for any material changes to the SOW may initiate a Change Request. The requesting party will review the proposed change with the other party, and the appropriate authorized representatives of the parties will sign the Change Request, indicating the acceptance of the changes by the parties.

Upon execution of the Change Request, said Change Request will be incorporated into and made part of the SOW.

Whenever there is a conflict between the terms and conditions set forth in a Change Request and those set forth in the SOW or previous Change Request, the terms and conditions of the most recent Change Request shall prevail.

Payment Terms

50% of Professional Services will be billed upon execution of this agreement with Net 30 payment terms. The remaining 50% of Professional Services will be billed upon project completion.

In addition, any products requiring procurement will require a 50% deposit due upon execution, with the remaining 50% invoiced upon receipt of the product by Aunalytics. Product will not be procured until initial 50% deposit is received. Failure to pay product deposit upon receipt of invoice may impact the availability and quoted price of products and/or the timeline of project.



Hardware

Description	Price	Qty	Ext. Price
HP Elite Mini 800 G9 Desktop Computer - Intel Core i5 14th Gen i5-14500T - 16 GB RAM - 512 GB SSD - Desktop Mini - Intel Q670 Chip - Windows 11 Pro - Intel UHD Graphics 770 DDR5 SDRAM - English Keyboard - IEEE 802.11ax - 90 W - 1 Year Warranty	\$1,250.65	26	\$32,516.90
HP Care Pack - 3 Year - Service - 9 x 5 x Next Business Day - On-site - Maintenance - Electronic and Physical	\$27.00	26	\$702.00
HP EliteBook 840 G10 14" Touchscreen Notebook - WUXGA - Intel Core i5 13th Gen i5-1335U - 16 GB - 512 GB SSD - 1920 x 1200 - Windows 11 Pro - Intel Iris Xe Graphics - English Keyboard - Front Camera/Webcam - 1 Year Warranty	\$1,491.34	17	\$25,352.78
HPE Care Pack Hardware Support - Extended Service - 3 Year - Service - 9 x 5 x Next Business Day - On-site - Maintenance - Parts & Labor	\$84.00	17	\$1,428.00
Pricing includes quantity discounts.			
Subtotal:			\$59,999.68

Professional Services

Description	Price	Qty	Ext. Price
PC/Laptop Configuration (Fixed Fee)	\$350.00	43	\$15,050.00
Subtotal:			\$15,050.00

6395 Technology Avenue
Kalamazoo, MI 49009
(269) 375-8996



26 Desktop & 17 Laptop PC Replacements



Prepared by:
Aunalytics - Kalamazoo
Jeff Ray
269.488.8081
jeff.ray@aunalytics.com

Prepared for:
City of Hastings, MI
201 E. State St.
Hastings, MI 49058
Sarah Moyer-Cale
(269) 948-3875
smoyer-cale@hastingsmi.gov

Proposal Details:
Proposal #: KZ013956
Version: 2
Delivery Date: 06/26/2024
Expiration Date: 07/26/2024

Quote Summary	Amount
Hardware	\$59,999.68
Professional Services	\$15,050.00
Total:	\$75,049.68


Products are not returnable and can not be credited 30 days after product delivery.

Taxes, shipping, handling and other fees may apply. We reserve the right to invoice all orders arising from actual pricing or other errors.

The Statement of Work ("SOW") will become effective upon CLIENT acceptance as indicated by signature and date of acceptance ("Effective Date") on the last page of this Proposal, by and between AUNALYTICS, Inc. ("AU"), a Delaware corporation, with a corporate business address at 460 Stull Street, Suite 100, South Bend, Indiana 46601 and the CLIENT identified on the cover page and signature block of this SOW and is made pursuant to the terms and conditions of the Master Service Agreement ("MSA") which is located for review at the following URL: <https://www.aunalytics.com/msa/>

Aunalytics - Kalamazoo

City of Hastings, MI

Signature: 
Name: Jeff Ray
Title: Client Success Relationship Manager, Cloud & Managed Services
Date: 06/26/2024

Signature: _____
Name: Sarah Moyer-Cale
Date: _____

Certificate Of Completion

Envelope Id: 5136FAF64FC04B719CC5C5A3915A8A04	Status: Sent
Subject: CSI Leasing - The City of Hastings; Master Lease #301092; Revised Equipment Schedule No 2	
Source Envelope:	
Document Pages: 9	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Angela Cartwright
Time Zone: (UTC-06:00) Central Time (US & Canada)	9990 Old Olive Street Rd
	Saint Louis, MO 63141-5930
	angela.cartwright@csileasing.com
	IP Address: 97.91.199.140

Record Tracking

Status: Original	Holder: Angela Cartwright	Location: DocuSign
7/3/2024 2:49:21 PM	angela.cartwright@csileasing.com	

Signer Events

Sarah Moyer-Cale
 smoyer-cale@hastingsmi.gov
 City Manager
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 Signature Adoption: Pre-selected Style
 Using IP Address: 69.174.190.34

Timestamp

Sent: 7/3/2024 2:56:41 PM
 Viewed: 7/8/2024 8:08:21 AM
 Signed: 7/8/2024 8:08:31 AM

Electronic Record and Signature Disclosure:
 Accepted: 7/8/2024 8:08:21 AM
 ID: 59d6ed80-4df0-4148-8405-ea7febb97939

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

CSI Contract Request
 LCREQUEST@csileasing.com
 Legal Request Group
 CSI Leasing
 Security Level: Email, Account Authentication (None)

Sent: 7/8/2024 8:08:33 AM

Electronic Record and Signature Disclosure:
 Accepted: 1/10/2019 4:34:33 PM
 ID: 7a526110-7eca-4f95-a2e1-626da0b11d35

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Carbon Copy Events	Status	Timestamp
<p>Tara Gamble Tara.Gamble@csileasing.com Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; display: inline-block;">COPIED</div>	Sent: 7/3/2024 2:56:40 PM
<p>Deb Swink Deb.Swink@csileasing.com Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 1/25/2019 12:03:00 PM ID: 1d313732-d765-431a-b09c-aa0291044b60</p>	<div style="border: 2px solid blue; padding: 5px; display: inline-block;">COPIED</div>	<p>Sent: 7/3/2024 2:56:41 PM Viewed: 7/3/2024 5:01:40 PM</p>
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	7/3/2024 2:56:41 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, CSI Leasing (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact CSI Leasing:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: steve.genazzi@csileasing.com

To advise CSI Leasing of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at steve.genazzi@csileasing.com and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

To request paper copies from CSI Leasing

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to steve.genazzi@csileasing.com and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with CSI Leasing

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to steve.genazzi@csileasing.com and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> •Allow per session cookies •Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify CSI Leasing as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by CSI Leasing during the course of my relationship with you.



Regular Council Agenda Item Memorandum

To: Mayor Tossava and City Council

From: Dan King

Subject: Downtown Business Team Block Party-Street Dance Request

Meeting Date: July 22, 2024

Recommended Action:

Approve, under direction of staff, the request from the Downtown Business Team to revise the site plan for the August 10, 2024 Block Party to include street closure for the entire section of Jefferson Street from State Street to Court Street.

Background Information:

At the March 11, 2024 Council meeting, the Downtown Business Team's request to close Jefferson Street from State Street to the mid-block alley to conduct a Block Party was approved. The Downtown Business Team is now requesting a complete closure of Jefferson Street from State Street to Court Street to conduct a Cornhole tournament during the Block Party from 5:00 PM until 10:00 PM on August 10, 2024. The goal is to create an environment where people can come listen to music, dance, participate in outdoor games, or socialize with friends and neighbors. The location chosen is in the heart of the Commons Area of the Social District.

Financial Implications:

All barricades, traffic cones, and picnic tables would be made available to the organizers during regular Public Service Department hours of operation.

Attachments:

- Request Letter
- Revised Site Plan

July 15th, 2024

In February, the Downtown Business Team requested and received a Special Event Permit for three dates, June 8th, July 13th, and August 10th.

For each date, a half-block of South Jefferson Street would be closed between the hours of 5 -10PM to allow for music and dancing, dining and beverages. Local businesses (especially food and beverage outlets) would benefit from increased foot traffic, and the greater Central Business District would benefit from the exposure.

The Downtown Business Team is asking for a revision to the Site Plan for the August 10th event. Our current Special Event permit is for the half-block of South Jefferson Street from the alley north to State Street. We are asking that the event boundary be expanded to include the entire block from the State Street crosswalk to the Court Street crosswalk and a small portion of the alley beside Olde Towne Tavern.

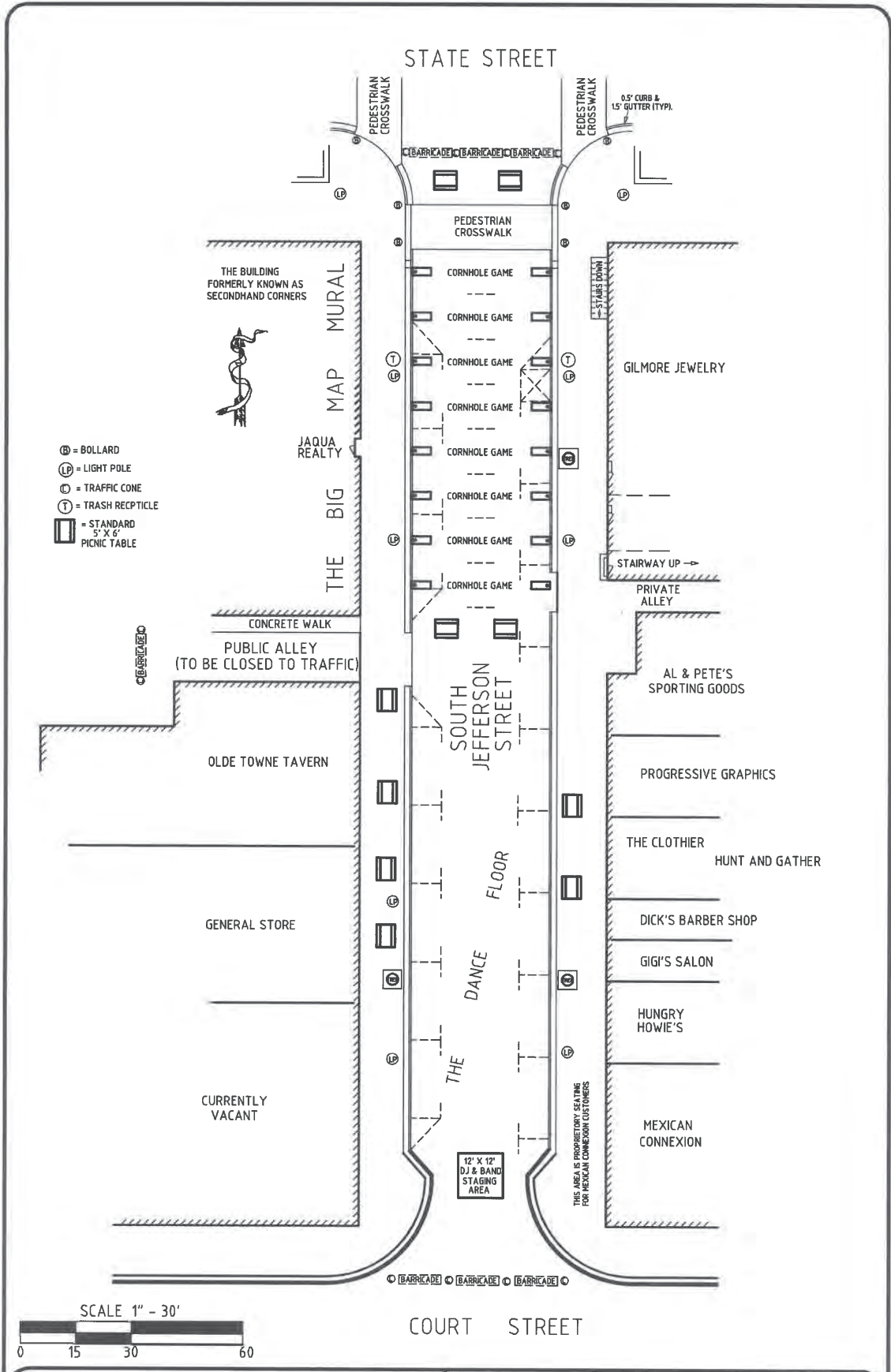
The Downtown Business Team is partnering with the Hastings Cornhole Club. The club would like to hold an outdoor Cornhole tournament on South Jefferson Street, with hours that coincide with the Street Dance/Block Party. The Cornhole tournament would occupy a half-block, the street dance/block party would have the other half. These events are very compatible. Each event will enhance the other. Both events will highlight the new downtown streetscape.

The revised Site Plan shows our proposed event layout. Thank you for your time.

For the Downtown Business Team

Brian Reynolds

A handwritten signature in black ink, appearing to read "Brian Reynolds". The signature is stylized and cursive, with the first name "Brian" written in a larger, more prominent script than the last name "Reynolds".



CLIENT		Downtown Business Team		Site Plan for the Proposed	
				Street Dance & Block Party	
SCALE	DRAWN BY	DATE			
1"=30'	BRIAN REYNOLDS	FEBRUARY 19, 2024			



Regular Council Agenda Item Memorandum

To: Mayor Tossava and City Council

From: Dan King

Subject: Youth Advisory Council (YAC) Request

Meeting Date: July 22, 2024

Recommended Action:

Approve, under direction of staff, the Youth Advisory Council's request to hold their 24th annual Roof Sit in downtown Hastings on Saturday October 19, 2024, from 9:00 AM until 11:30 AM.

Background Information:

The Youth Advisory Council was created in 1996 by the directors of the Barry Community Foundation in response to a statewide challenge issued by the WK-Kellogg Foundation. Last year YAC was able to raise \$3,021.10 for Green Gables Haven.

YAC members will be placed on the four corners of Jefferson and State Streets holding signs to solicit support for a local nonprofit agency. The nonprofit this year will be Imagination Library.

Financial Implications:

There are no financial implications for the City

Attachments:

- YAC Request Letter
- Special Event Application

Hastings City Council
City of Hastings
201 E. State Street
Hastings, MI 49058

Dear Hastings City Council,

As representatives of the Youth Advisory Council, we would like to formally request approval to host our 24th annual roof sit on October 19, 2024, in downtown Hastings. We would like to host the event on the corner of State and Jefferson, from 9:00 a.m.-11:30 a.m. Enclosed with this letter you will find a special event application form and an application for a banner permit.

The Imagination Library is a generous organization that helps improve literacy in Barry County. Barry County was one of the many counties that received a share of the 27,889,777 books that the Imagination Library sent out nationwide in 2023, and that number is expected to grow this year. The Imagination Library sends age-appropriate, high-quality books to children from their birth up until they turn 5, all for no cost to the family. The Roof Sit will include many members of the Youth Advisory Council holding up signs and collecting donations from passing cars, while other members will try to raise money from local businesses. All of us at YAC are very excited to be raising money for this cause.

Last year we were able to raise \$3,021.10 for Green Gables Haven. This year we have set a goal to raise at least \$4,000 for the Imagination Library of Barry County, which will greatly impact them.

The YAC interns would be happy to attend a city council meeting if desired. Thank you for your consideration and for your history of allowing YAC to host this event.

Sincerely,

Will Nathan, Thomas Poll, Ryan Skidmore
2024 YAC Interns

Will Nathan Ryan Skidmore

Thomas Poll



City of Hastings Special Event Application

The City of Hastings values the unique events and gatherings that make our community special. The City has created this application form to help organizations provide adequate information for their requests to be considered. Please contact the Community Development Department with any questions or concerns about this form.

Section 1: Applicant/Organization Information

Youth Advisory Council 269-804-8246
Applicant/Organization Name Phone

Will Nathan 269-804-8246 williamjnathan2@yahoo.com
Contact Name Phone Email

231 S Broadway St Hastings MI 49058
Street City State Zip

Contact person on day of event (if different than above) Phone

Section 2: Event Information

YAC ROOF Sit
Name of Event

Members of YAC will be holding up signs to get donations from passing cars
Description of Event

10/19/2024 9:00am - 11:30am
Event Dates Time (From/To)

8:45am - 9:00am 11:30am - 11:45am
Set up Date(s) and Time(s) Clean Up Date(s) and Time(s)

Corner of State & Jefferson

Location(s) of Event

40

Estimated number of volunteers

Estimated daily attendance (if known)

Section 3: Event Details

Please indicate if any of the following will be a part of your event area:

- Road closure
 - If checked, please provide a proposed detour route.
- Closure of public parking area
- Use of park area
- Firepits/open flame
- Fireworks or pyrotechnics
 - If yes, provide a copy of liability insurance listing the City as an additional insured party.
- Food and/or non-alcoholic beverage service or sales (if yes, contact Barry County Health Department)
 - If yes, provide copy of Health Department Food Service License
- Temporary structures (including tents or pavilions)
- Music
 - If yes, what time will music begin and end? _____
 - If yes, what type of music is proposed? Live – Acoustic Live - Amplification Recorded Loudspeakers or public address system
- Parade
- Race (ex: 5K)
- Vendors/sale of goods
- Carnival rides
 - If yes, provide a copy of liability insurance listing the City as an additional insured party.
- Signs or banners
- Animals/petting zoo
- Portable restroom facilities
- Donation collection/free will offering
- Other _____
- Alcohol
 - If yes, provide copy of liquor liability insurance with the City listed as an additional insured.
 - If yes, provide a copy of Michigan Liquor Control License.
 - If yes, describe measures to be taken to prohibit the sale of alcohol to minors (use separate pages if necessary).
 - If the alcohol is being served in the Social District, a Council Resolution suspending the district is required.

Please describe how garbage will be managed?

We will make sure to throw all garbage away and
check to make sure nothing got left behind after.

Section 4: Site & Event Plan

Please prepare a site plan that includes the following information:

Location of all temporary structures, food/concessions, booths, portable restrooms, road closures, barricades, music, event signage, garbage cans, and other event locations. Include location of exit pathways.

Section 5: Acknowledgements and Hold Harmless Agreement

The Applicant understands and agrees to the following:

1. This application is subject to review by various city departments and must be approved by the City Council. Failure to submit this application in a timely manner may delay approval or result in the denial of the application. Submission of the application does not guarantee an approval. The City may require conditions on the approval of any application.
2. The applicant must comply with all local and applicable state laws and policies. The Applicant acknowledges that approval of the special event does not relieve the applicant from meeting any requirements of law or those of other bodies or agencies applicable to the event.
3. The Applicant agrees to clean up and restore the area in the condition it was found prior to the event. The City is not responsible for equipment or personal items left on public property.
4. The Applicant acknowledges that they shall not discriminate against any employee or applicant for employment because race, color, religion, sex, national origin, age, disability, or any other applicable status protected by federal, state, or local law. The Applicant further agrees that it will comply with the Civil Rights Act of 1973, as amended, and the Michigan Civil Rights Act of 1976 (78. Stat 252 and 1976 PA 453) and will require the same of any consultant or sub-contractor involved in hosting the event.
5. Upon approval of the event, the Applicant agrees to fully defend, indemnify and hold harmless the City, its City Council, its officers, employees, agents, volunteers, and contractors from any and all claims, demands, losses, obligations, costs, expenses, verdicts, and settlements (including but not limited to attorney fees and interest) resulting from any act or omission by the applicant, its agents, employees, contractors, and volunteers, and violation of state or federal law, and any other acts of the applicant or attendees causing personal injury or property damages in connection with this event.
6. A breach in any of the above may result in the denial of the application or revocation of an approval by the City.

Will Nathan Youth Advisory Council

Printed Name of Applicant & Name of Organization

Will Nathan

Signature

06/27/2024

Date

Section 6: City Review – For Office Use Only

A. Police Department Review:

Will this event require additional officers and/or equipment? If yes, please describe:

No

Other Comments:

B. Public Services Director Review

Will this event require the use of any of the following municipal equipment?

Trash receptacles Barricades Traffic cones Restroom Cleaning
 Fencing Water or Electric Other

Will this event require additional staff? If yes, please describe:

No

Other Comments:

C. Fire Chief Review

Comments:

D. Community Development Department Review

Comments:

Date of Meeting for Council Approval _____ Approved? Yes No



Regular Council Agenda Item Memorandum

To: Mayor Tossava and City Council

From: Dan King

Subject: Barry County Serenity Club Overdose Awareness Concert

Meeting Date: July 22, 2024

Recommended Action:

Approve the Barry County Serenity Club to accept donations and free will offerings during the Overdose Awareness Day concert on Saturday August 31, 2024, at the Thornapple Plaza.

Background Information:

The Barry County Serenity Club will be hosting an Overdose Awareness Day concert at the Thornapple Plaza from 6:00 p.m. until 10:00 p.m. on Saturday August 31, 2024.

International Overdose Awareness Day is the world's largest annual campaign to end overdose, remember without stigma those who have died, and acknowledge the grief of the family and friends left behind.

The campaign raises awareness of overdose, which is one of the world's worst public health crises and stimulates action and discussion about evidence-based overdose prevention and drug policy.

Staff has reviewed this request and has no concerns.

Financial Implications:

There are no financial implications for the City.

Attachments:

- Barry County Serenity Club Introduction Letter
- Special Event Application

Dear Members of the Community,

We are excited to introduce the Barry County Serenity Club, a nonprofit organization dedicated to providing a safe and supportive space for individuals in recovery. Our club offers a welcoming environment for those looking to attend meetings, socialize, and connect with others who are also on the journey to sobriety.

One of our primary focuses at the Barry County Serenity Club is overdose awareness in our community. We understand the impact that substance abuse can have on individuals and their loved ones, and we strive to raise awareness and provide resources for prevention and support.

We are thrilled to announce our upcoming event, The Overdose Awareness Concert, taking place on August 31, 2024. The concert will feature two incredible bands, Nova Sons and our very own local band Driven. The event will kick off at 6pm and will include powerful testimonials from community members who have found hope and healing through recovery.

Join us for an evening of music, support, and solidarity as we come together to honor those we have lost to overdose and celebrate the strength and resilience of those in recovery. Together, we can make a difference in our community and create a brighter, safer future for all.

We look forward to seeing you at The Overdose Awareness Concert!

Sincerely,

John Coe, and respective board members

Barry County Serenity Club

SATURDAY
31ST
AUGUST

**4th Annual
OVERDOSE
AWARENESS
CONCERT**

Thornapple Plaza
301 E State St, Hastings, MI 49058



Sponsored by Barry County Serenity Club

HEADLINED BY



OPENING PERFORMANCE BY LOCAL BAND



Concessions Available | Free Parking | Lawn Seating

Recovery Testimonies

Narcotics Training by Barry County Drug Task Force

Event starts
@ 6:00 p.m.

#END OVERDOSE

OVERDOSE AWARENESS DAY



Community Outreach



City of Hastings
Special Event Application

The City of Hastings values the unique events and gatherings that make our community special. The City has created this application form to help organizations provide adequate information for their requests to be considered. Please contact the Community Development Department with any questions or concerns about this form.

Section 1: Applicant/Organization Information

Barry County Serenity Club
Applicant/Organization Name Phone

R.
Contact Name Phone Email

301 S Michigan Hastings Mi 49058
Street City State Zip

Chey Ballard 616-570-1906
Contact person on day of event (if different than above) Phone

Section 2: Event Information

Overdose Awareness Concert
Name of Event

Host 2 band Event To Bring Awareness to the Problem
Description of Event

8-31-24 6-10pm
Event Dates Time (From/To)

8-31-24 3pm 9:30
Set up Date(s) and Time(s) Clean Up Date(s) and Time(s)

The amp; theater

Location(s) of Event

Approx 150

Estimated number of volunteers

600-150

Estimated daily attendance (if known)

Section 3: Event Details

Please indicate if any of the following will be a part of your event area:

- Road closure
 - If checked, please provide a proposed detour route.
- Closure of public parking area
- Use of park area
- Firepits/open flame
- Fireworks or pyrotechnics
 - If yes, provide a copy of liability insurance listing the City as an additional insured party.
- Food and/or non-alcoholic beverage service or sales (if yes, contact Barry County Health Department)
 - If yes, provide copy of Health Department Food Service License
- Temporary structures (including tents or pavilions)
- Music
 - If yes, what time will music begin and end? _____
 - If yes, what type of music is proposed? Live – Acoustic Live - Amplification Recorded Loudspeakers or public address system
- Parade
- Race (ex: 5K)
- Vendors/sale of goods
- Carnival rides
 - If yes, provide a copy of liability insurance listing the City as an additional insured party.
- Signs or banners
- Animals/petting zoo
- Portable restroom facilities
- Donation collection/free will offering
- Other _____
- Alcohol
 - If yes, provide copy of liquor liability insurance with the City listed as an additional insured.
 - If yes, provide a copy of Michigan Liquor Control License Application.
 - If yes, describe measures to be taken to prohibit the sale of alcohol to minors (use separate pages if necessary).
 - If the alcohol is being served in the Social District, a Council Resolution suspending the district is required.

Please describe how garbage will be managed?

We Clean up after Just Like Previous years

Section 4: Site & Event Plan

Please prepare a site plan that includes the following information:

Location of all temporary structures, food/concessions, booths, portable restrooms, road closures, barricades, music, event signage, garbage cans, and other event locations. Include location of exit pathways.

Section 5: Acknowledgements and Hold Harmless Agreement

The Applicant understands and agrees to the following:

1. This application is subject to review by various city departments and must be approved by the City Council. Failure to submit this application in a timely manner may delay approval or result in the denial of the application. Submission of the application does not guarantee an approval. The City may require conditions on the approval of any application.
2. The applicant must comply with all local and applicable state laws and policies. The Applicant acknowledges that approval of the special event does not relieve the applicant from meeting any requirements of law or those of other bodies or agencies applicable to the event.
3. The Applicant agrees to clean up and restore the area in the condition it was found prior to the event. The City is not responsible for equipment or personal items left on public property.
4. The Applicant acknowledges that they shall not discriminate against any employee or applicant for employment because race, color, religion, sex, national origin, age, disability, or any other applicable status protected by federal, state, or local law. The Applicant further agrees that it will comply with the Civil Rights Act of 1973, as amended, and the Michigan Civil Rights Act of 1976 (78. Stat 252 and 1976 PA 453) and will require the same of any consultant or sub-contractor involved in hosting the event.
5. Upon approval of the event, the Applicant agrees to fully defend, indemnify and hold harmless the City, its City Council, its officers, employees, agents, volunteers, and contractors from any and all claims, demands, losses, obligations, costs, expenses, verdicts, and settlements (including but not limited to attorney fees and interest) resulting from any act or omission by the applicant, its agents, employees, contractors, and volunteers, and violation of state or federal law, and any other acts of the applicant or attendees causing personal injury or property damages in connection with this event.
6. A breach in any of the above may result in the denial of the application or revocation of an approval by the City.

Barr County Serenity Club

Printed Name of Applicant & Name of Organization



Signature

6-4-24

Date

Section 6: City Review – For Office Use Only

A. Police Department Review:

Will this event require additional officers and/or equipment? If yes, please describe:

Other Comments:

B. Public Services Director Review

Will this event require the use of any of the following municipal equipment?

Trash receptacles Barricades Traffic cones Restroom Cleaning

Fencing Water or Electric Other

Will this event require additional staff? If yes, please describe:

Other Comments:

C. Fire Chief Review

Comments:

D. Community Development Department Review

Comments:

Date of Meeting for Council Approval 12/22/24 Approved? Yes No

HH



Regular Council Agenda Item Memorandum

To: City Council

From: Travis J. Tate, P.E., Director of Public Services

Subject: WWTP Final Clarifier #2 Improvements – Engineering Proposals

Meeting Date: July 22, 2024

Recommended Action:

Approve Moore & Bruggink's proposal for engineering service for the Final Clarifier #2 Improvements for **\$42,700.**

Background Information:

The Final Clarifier at the Wastewater Treatment Plant is over 50 years old and is need of a full overhaul. This project was identified in the CIP approved this spring. Items to be replaced include the mechanical drive, support structure, and appurtenances.

Moore & Bruggink offers an evaluation phase prior to design to identify alternatives that will benefit the plant in the future and a permit phase. It is a higher cost than IAI's proposal, but it offers a higher level of service that is important when thinking about the next 50 years of the plant's function, operation and maintenance.

IAI proposed to provide the most economical benefit for engineering services for \$28,600.00, but only replaces the same type process that is existing. IAI also offers a design/build proposal which includes the construction cost of \$377,200. This alternative would economically make the most sense.

It is entirely reasonable to choose IAI's proposal because of the cost savings, but from a management perspective, we would like to consult with Moore & Bruggink because of the depth and breadth they provide.



Regular Council Agenda Item Memorandum

Financial Implications:

\$350,000 is in the budget for this project. The remainder will be provided by the Water and Sewer Fund Balance.

Attachments:

- IAI proposal
- M&B proposal
- CIP Form for Final Clarifier #2



**INFRASTRUCTURE
ALTERNATIVES, INC.**

July 16, 2024

Mr. Travis Tate, P.E.
Director of Public Services
City of Hastings
201 East State Street
Hastings, MI 49058

RE: CITY OF HASTINGS WWTP FINAL CLARIFIER #2 IMPROVEMENTS –ENGINEERING PROPOSAL

Dear Mr. Tate:

Thank you for allowing Infrastructure Alternatives, Inc. (IAI) the opportunity to provide the City of Hastings with this proposal for Engineering Services associated with the above-referenced improvements. We have visited and reviewed the project site, understand the project challenges, and are pleased to provide this proposal for services.

As you know, IAI has a comprehensive understanding of most every aspect of the Hastings WWTP from years of daily project oversight. Our on-site Project Manager, Ford Hamman, brings decades of wastewater treatment experience and a true passion for protecting our planet's most precious resource – water. Combined with the years of experience of our Engineering & Technical Services Division (ETS), Ford and our engineers will make certain that the project is designed, installed and completed effectively and efficiently.

We have been in contact with the State of Michigan - Department of Environment, Great Lakes, and Energy (EGLE) to learn that as long as we don't intend to change the basis of operation of the clarifier, invert elevations, capacity, etc., a permit for construction will not be required. As our vision for the project is to basically 'replace in kind' the equipment that is failing on Clarifier #2 – without changing the functionality, inverts, capacity, piping, etc., of the clarifier – our proposal for engineering services will reflect that level of effort:

- Material and equipment specification
- Equipment submittal review/response
- Construction scheduling
- Coordination with on-site staff
- Field engineering
- Change order processing (if applicable)
- Contractor payment processing
- Record as-built plan and O&M Manual updates



INFRASTRUCTURE ALTERNATIVES, INC.

We propose to complete the above-described scope of work for the cost of \$28,600. Any additionally requested services will be billed out at \$135/hour.

The City's Request for Proposal also requested a preliminary opinion of probable cost. As an alternate submittal, we're proposing that the WWTP Final Clarifier #2 Improvements be completed via the Design/Build project delivery method. That is, we will not only design and oversee the engineering of the project in keeping with the bulleted list of scope items above, but we will also utilize our Mechanical Services Division (MS), with our master mechanic and master electrician, to complete the installation and start up of the newly-renovated clarifier. The benefits that the City can realize from this Design/Build method of project delivery include single source accountability from start to finish of the project, and abbreviated construction schedules, not to mention reduced costs.

Our proposed scope of work would include the following:

Preparation

- Remove existing equipment/demolish/dispose of
- Prepare existing surfaces

Procure and install the following:

- 36" Walkway Bridge with handrail and flooring
- Drive Platform with handrail and flooring
- 16" Influent Pipe
- 8" Drive Shaft
- 8' Diameter Influent well
- Full Radius Rake Arms
- Skimmer Blade & Supports
- Hinged Skimmer Assembly
- Scum Box & Supports
- Skimmer-actuated Scum Flushing Valve
- 12" deep Scum Baffle & Supports
- Drive Unit
- Electrical Control Panel, NEMA 4X
- Integration with existing plant controls
- Anchor Bolt Fasteners

IAI MS will work closely with IAI ETS and the onsite staff to coordinate all access, timing, major items of construction, truck traffic, etc., associated with a project of this nature.



**INFRASTRUCTURE
ALTERNATIVES, INC.**

IAI will provide the above-described scope of work for a lump sum of \$377,200. In the event that the City chooses this Design/Build proposal, and EGLE does not require a permit application for construction, we're prepared to reduce our Engineering fees by \$12,000. We estimate four (4) weeks for construction and startup. We've been in contact with our vendors to learn that all materials are 36 – 40 weeks from receipt of order to delivery at the site. As our vendors have done for us, we can only hold this price firm for 30 days from the date of this letter.

We look forward to working with the City of Hastings on this important project. Please direct any questions to Ford or myself.

Sincerely,

INFRASTRUCTURE ALTERNATIVES, INC.

Dana Trierweiler, P.E.

cc: Ford Hamman, IAI
Jill Harless, P.E., IAI
Zach Foley, IAI
Sierra Brown, IAI



City of Hastings

WWTP FINAL CLARIFIER #2 IMPROVEMENTS

PROPOSAL

Professional Engineering Services

July 16, 2024



Moore+Bruggink
Consulting Engineers

2020 Monroe Ave.
Grand Rapids, MI 49505
(616) 363-9801 mailbox@mbce.com



Moore+Bruggink
Consulting Engineers

July 16, 2024

*Proposal – Hastings WWTP Final
Clarifier #2 Improvements*

Mr. Travis Tate, P.E.
Director of Public Services
City of Hastings
201 East State Street
Hastings, Michigan 49058

Dear Mr. Tate:

Moore & Bruggink, Inc. (**M+B**), is pleased to submit the attached Proposal for Professional Engineering Services for proposed Final Clarifier #2 Improvements at the City's Wastewater Treatment Plant in Hastings, Michigan. Our proposal is submitted in response to your Request for Proposal for WWTP – Final Clarifier #2 Improvements, dated June 25, 2024. In addition, Brad Lyons, P.E. (**M+B** Project Manager), met with Ford Hamman onsite July 2, 2024, for inspection of the offline Final Clarifier #1 and a walkthrough of project requirements. The attached Proposal outlines our corporate profile, understanding of the project, our approach to successfully completing the requested design services, our proposed fees for each phase of the proposed work, our proposed design team, and our experience with similar projects.

We note that requested services included design, specifications, EGLE permit, and engineer's opinion of construction costs. In addition, our proposal outlines an Optional Evaluation Phase to provide information on potential clarifier enhancements, which the City may find beneficial as you invest in equipment for the next 50 years of service life. As reported by WWTP staff, the EGLE District Engineer recently indicated that a Part 41 Construction Permit Application may not be required if clarifier equipment is replaced in-kind. Equipment installed in the 1970s appears to have been custom fabricated, and therefore, in-kind replacement may not be an option. However, we listed fees for construction permit assistance separately, should EGLE confirm that a permit is not required. In addition, we briefly outline an alternative Design/Build (D/B) project delivery approach that the City may find advantageous due to the accelerated completion schedule, lump sum pricing, and the ability to review engineering subconsultants and contractors. We understand that subsequent engineering services related to bidding, award, and construction will be authorized separately, as needed.

As Vice President, I will be the authorized representative of the firm for contractual purposes. You may contact me with any questions about this proposal or if additional information is desired. Authorization can be given by signing and returning our attached Professional Services Agreement.

Sincerely,

Brian J. Hannon, P.E.
Vice President

Brad W. Lyons, P.E.
Project Manager

Attachment



CONFIDENTIAL

Client Name: City of Hastings ("Client") Date: July 16, 2024
Client Address: 201 East State Street, Hastings, Michigan 49058

AUTHORIZATION FOR PROFESSIONAL SERVICES

Moore & Bruggink, Inc. ("M&B"), appreciates the opportunity to provide you with professional engineering and consulting services. It is our policy to receive this Authorization for Professional Services, with acknowledgment of the terms and conditions contained herein and in the attached Proposal (Exhibit A) prior to commencing services. We propose services to be performed for you for the project known as Hastings WWTP Final Clarifier #2 Improvements ("Project") located in Hastings, Michigan. The attached proposal is dated July 16, 2024.

NATURE OF ENGAGEMENT

Moore & Bruggink, Inc. (M&B) will provide all work as stated in the attached proposal at the fee quoted therein. There may be additional work to be performed either through change orders or unforeseen circumstances for which M&B will be compensated on an hourly basis.

TERMS AND CONDITIONS

Client Responsibility. The Client shall furnish all existing data pertinent to the Project and shall furnish any additional information when requested.

Hourly Billing Rates. Unless stipulated otherwise, CLIENT shall compensate M&B at hourly billing rates in effect when services are provided by M&B employees of various classifications. Rates are revised annually and you will be notified of the changes.

Reimbursable Expenses. Unless stipulated otherwise, Client shall compensate M&B for Reimbursable Expenses defined as those costs incurred on or directly for Client Project, including, but not limited to, government fees, necessary transportation costs (including mileage at M&B current rate for service vehicles and automobiles), meals and lodging, laboratory tests and analyses, computer services, special equipment services, postage and delivery charges, telephone and telefax charges, copying, printing and binding charges, and outside technical or professional services. Reimbursement for these expenses shall be on the basis of actual charges plus ten percent (10%) when furnished by outside sources and on the basis of usual commercial charges or separate rate schedules when furnished by M&B.

Cost Estimates. Cost estimates of other contractors' work will be on a basis of experience and judgment, but since it has no control over market condition or bidding procedures, M&B cannot warrant that bids or ultimate construction costs will not vary from these cost estimates.

Professional Standards. M&B shall be responsible to the generally-accepted standards of ordinary and reasonable skill and care usually exercised by other practicing professional engineers and surveyors at the time and location such services are rendered. No warranty, express or implied, is included or intended in its proposals, contracts, or reports.

Termination. Either Client or M&B may terminate this Authorization by giving ten (10) days' written notice to the other party. In such event, Client shall pay M&B in full for all work previously authorized and performed prior to the effective date of termination, plus (at the discretion of M&B) a termination charge to cover finalization of work necessary to bring ongoing work to a logical conclusion. Such charge shall not exceed thirty-three percent (33%) of all charges previously incurred. Upon receipt of such payment, M&B will return to Client all documents and information which are the property of Client.

Subcontractor. M&B may, in its sole discretion, engage subcontractors on behalf of Client to perform any portion of the services to be provided by M&B hereunder, and Client agrees that M&B shall not be responsible for, or in any manner guarantee, the performance of such subcontractors, nor shall M&B be liable for any negligent acts, errors, or omissions of any such subcontractor.

Payment to M&B. Invoices will be issued on a monthly basis or upon completion of the work product, whichever occurs sooner, payable upon receipt unless otherwise agreed. Interest of one-and-one-half percent (1.5%) per month (but not exceeding the maximum rate allowed by law) will be payable on all amounts not paid within thirty (30) days from date of invoices, payment thereafter to be applied first to accrued interest and then to the principal unpaid amount. Any attorney's fees or other costs incurred in collecting any delinquent amount shall be paid by Client.

Client agrees to pay on a current basis, in addition to any proposal or contract fee understandings, all taxes including, but not limited to, sales taxes on services or related expenses which may be imposed on M&B by any government entity.

In addition to any other remedies M&B may have, M&B shall have the absolute right to cease performing any basic or additional services in the event payment has not been made on a current basis.

Hazardous Waste. M&B has neither created nor contributed to the creation or existence of any hazardous, radioactive, toxic irritant, pollutant, or otherwise dangerous substance or condition at any site, and its compensation hereunder is in no way commensurate with the potential risk of injury or loss that may be caused by exposure to such substances or conditions. M&B shall not be responsible for any alleged contamination, whether such contamination occurred in the past, is occurring presently, or will occur in the future, and the performance of engineering or surveying services hereunder does not imply risk-sharing on the part of M&B.

Limitation of Liability. To the fullest extent permitted by law, M&B's total liability to Client or Client's contractors for any cause or combination of causes, whether arising out of claims based upon contract, warranty, negligence, strict liability, or otherwise is, in the aggregate, limited to an amount no greater than the fee earned under this authorization. A higher limit of liability may be considered upon Client's written request, prior to commencement of services, and agreement to pay an additional fee.


Indemnification. Client agrees to defend, indemnify, and hold M&B harmless from any claim, liability, or defense cost for injury or loss sustained by any part from exposures allegedly caused by M&B's performance of services hereunder, except for injury or loss caused solely by the negligence or willful misconduct of M&B.

Legal Expenses. In the event of a claim by Client against M&B, at law or otherwise, for any alleged error, omission, or other act arising out of the performance of its services, and to the extent Client fails to prove such claim, then Client shall pay all costs, including attorney's fees, incurred by M&B in defending itself against the claim.

Ownership of Work Product. M&B shall remain the owner of all drawings and reports, and Client shall be authorized to use the copies provided by M&B only in connection with the Project. Any use or reuse by Client or others for any purpose other than as outlined herein and in the attached Proposal shall be at Client's risk and full legal responsibility, without liability to M&B.

MOORE & BRUGGINK, INC.

Date: July 16, 2024

By: 

Brian J. Hannon, P.E.
Its: Vice President

Acceptance of Proposal and Authorization for Professional Services
CITY OF HASTINGS

Date: _____

By: _____

Its: _____

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1. CORPORATE PROFILE

HISTORY



The firm was founded in 1956 by two Civil Engineers and veterans of WWII. Millard Moore and Ray Bruggink made plans to join in partnership to create community in the place they called “home.” Millard and Ray started with a handful of clients and a simple business model – to provide good and honest engineering advice. Over 68 years, our customer base has grown to include hundreds of clients from small villages and townships to large international corporations. Many of these remain loyal and valued clients today. We have designed everything from local streets to highway systems, sanitary sewer, water towers, bike paths, parks, and multi-million dollar waste treatment systems.

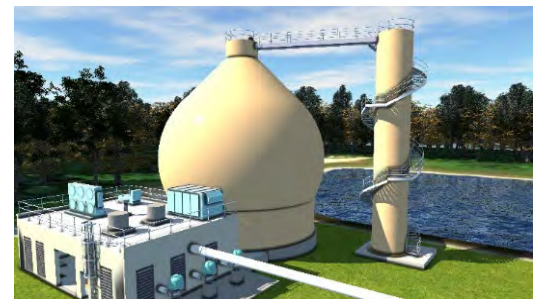
THE 3 “RIGHTS” – OUR BUSINESS PHILOSOPHY

RIGHT CLIENT: We consider our clients to be a critical piece of our team. Working together toward the same goals is crucial to any successful project. Additionally, working within efficient service ranges of our clients means we can be there when they need us.

RIGHT TEAM: We carefully review the scope of each project to ensure the proper personnel, experience, expertise, and resources are available to deliver efficient and effective solutions.

RIGHT SOLUTION: Clear and open communication throughout the project life, along with a long-term vision shared by the project team, client, and the end users, provides solutions that last.

Moore+Bruggink offers **extensive experience** with wastewater treatment plant projects, and uses the latest in 3D modeling and BIM technology to minimize conflicts. Our models provide the client with the opportunity to “view” the project before it is built. Our wastewater team has contributed to award-winning facilities for our clients, including a National Award from ACEC for the Grandville Clean Water Plant Expansion and Renovation Project in 2013, as well as WEF Utility of the Future and MWEA Premier Utility Management Performance designations for several plants. Moore+Bruggink, Inc., is experienced in design, delivery, and financing of both public and private treatment facilities from sizes as small as 10,000 gallons per day to 60 million gallons per day.



Grandville Egg-Shaped Digester Model

2. UNDERSTANDING OF THE PROJECT

HASTINGS WASTEWATER TREATMENT PLANT – FINAL CLARIFIERS

Final Clarifiers #1 and #2 (originally identified as “Settling Tanks”) were part of the original 1970 Wastewater Treatment Plant construction project. Clarifier construction included structural concrete, buried and in-tank piping, structural steel bridge with decking, sludge scraper, scum collector, mechanical drive unit, electrical control panel, effluent weirs, safety handrail, and other components as required to furnish a complete clarification system.

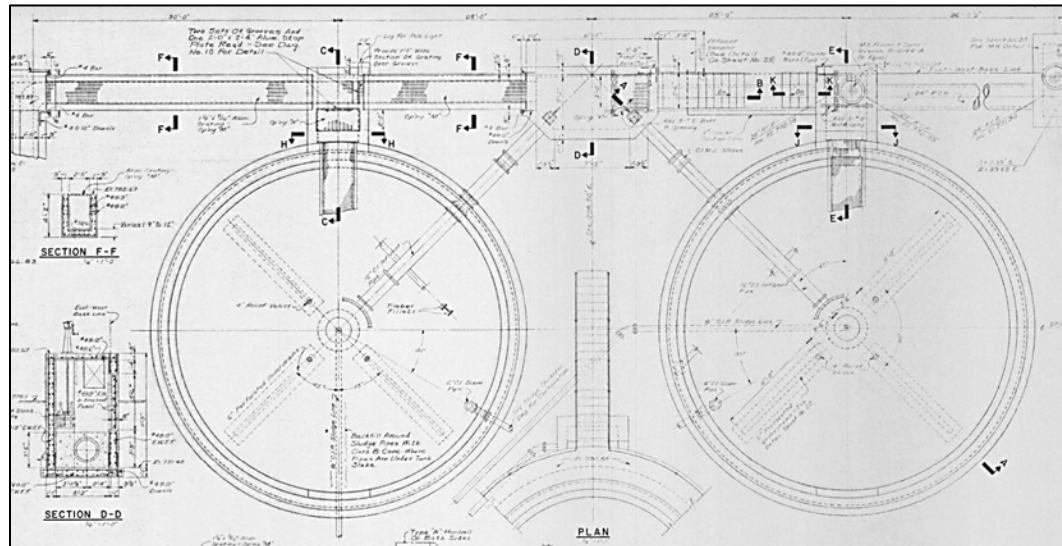


Figure 1 – Excerpt from 1970 Final Clarifier Construction Drawings

These final clarifiers have been in service for more than 50 years and are critical for ensuring compliance with the City’s National Pollutant Discharge Elimination System (NPDES) permit. Clarifiers capture suspended solids before treated effluent is subsequently disinfected and discharged to the Thornapple River.

HASTINGS WWTP – FINAL CLARIFIER #2 FAILURE

On January 24, 2024, the City of Hastings issued a Request for Engineering Proposals for 2024 Wastewater Projects. The list of anticipated 2024 projects included improvements to the North Primary Clarifier #2, but no immediate work was anticipated for the original 1970 Final Clarifiers. Approximately one week after proposals from qualified engineering firms were submitted, a structural failure at Final Clarifier #2 occurred, which required emergency repairs.

WWTP staff immediately took the clarifier offline for evaluation and inspection. The clarifier was drained and cleaned for access, and the failure was determined to be the result of weld failure at

a critical bracket on the drive tube. After additional evaluations of drive assembly, drive tube, sludge collector arms, and scum skimmer arm, it was determined that short-term service could be restored by rewelding the support bracket to the drive tube, but replacement was necessary.



Figure 2 – Drive Tube for Final Clarifier #2 (showing location of repair)

In particular, while the clarifier was offline for inspection and servicing, several other problems were identified, including the following:

- Over-torque/overload safety features were no longer functioning.
- Deck plate on the walkway was dangerously deteriorated and a safety concern.
- Structural concrete supports have deteriorated and anchor bolts are exposed.

CAPITAL IMPROVEMENT PLAN – PROJECT APPLICATION FORM

On February 21, 2024, City staff prepared a Project Application Form for capital funding, which included the following Project Description and Project Need statements:

Project Description

“Removal of the entire final clarifier 2 mechanical drive, support structure and appurtenances. Replace with new units.”

Project Need

“This item is over fifty years old, has recently had a structural failure along with severe deterioration over the years of the bridge decking and the submerged portion of the mechanical structure. The manufacturer of the unit is unknown and due to its age as well, availability of major replacement components is seriously in doubt. This unit also lacks the features of present-day units to protect it from certain types of mechanical malfunctions and subsequent damage.”

Following are reference photos of existing conditions at Final Clarifier #2:



Figure 3 – Deteriorated Bridge Decking



Figure 4 – Deteriorated Bridge Beam Support (with exposed anchor bolt)

HASTINGS WWTP – SITE CONSTRAINTS

A high-resolution aerial image of the Hastings WWTP from Barry County GIS is included in this proposal as Appendix A. This aerial is particularly helpful in that it shows the Thornapple River at flood stage and identifies associated site constraints.

Recognizing that the existing WWTP site has limited available open space for future expansion, it will be important to invest in clarification equipment that (1) serves as a template for improvement to Final Clarifier #1 (when required), and (2) provides long-term service to the City of Hastings and its growing wastewater service area.

In addition, the design, permitting, bidding, and construction schedule will need to consider seasonal and high groundwater conditions, which may impact construction activities.

SCOPE OF CONSTRUCTION EFFORTS AND CONSTRUCTION BUDGET

Following is a summary of the anticipated scope of construction efforts and a conceptual opinion of probable construction cost (OPCC) for the mechanical system replacement work as identified in the RFP and onsite discussions:

1. Mobilization and Insurances, General Contractor	\$17,500
2. Demolition: Hauling, No Salvage	\$25,000
3. Structural Concrete, Patching	\$7,500
4. Clarifier Equipment, Includes Contractor OH&P	\$216,000
5. Clarifier Equipment, Installation	\$45,000
6. V-Notch Weir/Scum Baffle, Retain Existing	\$0
7. Scum Trough Mods, Auto Flush.....	\$7,500
8. Pipe Support Beam, Replacement in Kind.....	\$12,500
9. Interior Piping: Remove, Clean, Prime, Reinstall.....	\$9,000
10. Field Painting, Structural Steel.....	\$12,250
11. Electrical: New Conduit, Wire, Terminations.....	\$15,000
12. Site Clean-Up/Restoration.....	<u>\$3,750</u>
Subtotal, OPCC for Specified Scope of Work	\$371,000

In preparing this conceptual OPCC, we contacted Walker Process Equipment (one of the City's preferred equipment suppliers) to get budgetary information on clarifier equipment pricing. Reference drawings from Walker are attached to this proposal as Appendix B. We note that the estimated Project Cost as listed in the Project Application Form was \$350,000. Therefore, based on this conceptual OPCC, it is clear that close attention to cost control will be required throughout the design process.

In addition to the mechanical system replacement, conditions within the existing tank may warrant additional cleaning, sealing, and grouting work. After the emergency repairs, Final Clarifier #2 was placed back in service and inspections of conditions below the water lines were not possible in preparing this proposal. However, Final Clarifier #1 was offline and available for observation at grade level. Final Clarifier #1 exhibited "peeling" conditions on the tank walls, which may be an indicator that cleaning and renewed concrete sealer are needed. In addition, screeding a fresh layer of grout at the bottom of the clarifier after the new sludge scrapper has been installed may be recommended to address deterioration, which could reduce performance. These issues will be evaluated during the Preliminary Design Phase.

As with any construction project, there may be unforeseen conditions that are discovered during demolition of existing equipment or installation of the new clarifier equipment system. For budgeting purposes, we recommend adding a contingency factor of at least 10 percent (approximately \$37,100) to the overall project budget.

3. PROJECT APPROACH

HASTINGS WWTP – FINAL CLARIFIER #2 IMPROVEMENTS RFP

Based on the recent failure and observed critical conditions, the City of Hastings issued a Request for Proposals (RFP) dated June 25, 2024, and solicited proposals for engineering services related to proposed Final Clarifier #2 Improvements. This current RFP for Final Clarifier #2 is an addition to the previous list of proposed 2024 Wastewater Projects, which were identified in the RFP dated January 24, 2024.

Moore+Bruggink (M+B) is pleased to submit a proposal for professional engineering services for proposed Final Clarifier #2 Improvements based on the following:

- The City's Request for Proposals (RFP) dated June 25, 2024;
- The City of Hastings Capital Improvement Plan – Project Application Form dated February 21, 2024, which outlines the Project Need and Project Cost; and
- Excerpts of the 1970 Wastewater Treatment Plant, Contract No. 12, construction drawings and 1971 Hastings Wastewater Plant shop drawings, which were provided with the current RFP.

To successfully complete the requested proposal for engineering design services, our understanding of the required scope of work was further refined based on the following additional information:

- An onsite meeting with WWTP personnel on February 1, 2024;
- Discussions with WWTP personnel in March 2024 during failure and emergency repairs of Final Clarifier #2;
- An additional onsite meeting with WWTP personnel on July 2, 2024, to review the dewatered conditions and original construction details of Final Clarifier #1 as representative of these 1970 structures; and
- Preliminary discussions with Walker Process Equipment and their local sales representative on replacement equipment for Final Clarifier #2.

Moore+Bruggink (M+B) has completed many clarifier upgrade projects and, along with our long-standing design partner Century A&E (CAE), is uniquely qualified to partner with City of Hastings staff to provide the requested design services.

PROPOSED SCOPE OF ENGINEERING DESIGN SERVICES

As identified in the RFP, proposed engineering services are to include design, specifications, EGLE permit, and engineer's opinion of construction cost. To accomplish these objectives, we propose the following engineering services:

1. Evaluation Phase, Optional
2. Preliminary Design Phase
3. Final Design Phase
4. Construction Permitting Phase, if Required

Evaluation Phase (Optional)

The existing final clarifiers have been in service for over 50 years and the target service life for replacement equipment will be the same. The City of Hastings has been very successful in positioning itself as a regional hub for economic development, and therefore, it may be beneficial to consider enhancements to the existing equipment configuration that will provide improved performance for long-term investment. As previously noted, the WWTP site has limited area for expansion, and therefore, enhancing performance of existing systems may become a critical component for future service and operations. In addition, the current equipment replacement for Final Clarifier #2 will serve as a template for similar improvements to Final Clarifier #1, when required.

For example, the performance of many older clarifiers can be enhanced with the addition of Energy Dissipating Inlet (EDI) wells and Density Current Baffles (DCBs), which are often identified by the common name of "Stamford Baffles."

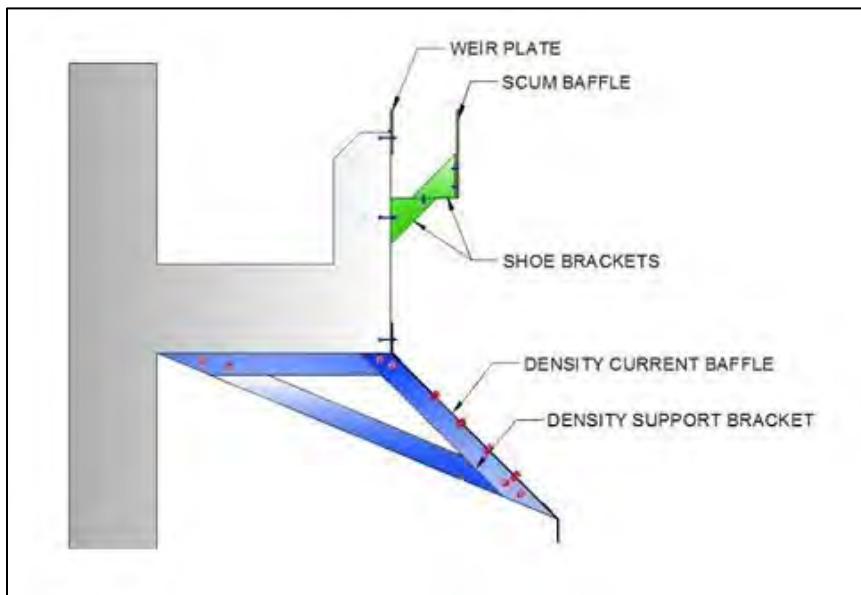


Figure 5 – Optional Density Current Baffle Configuration

If the City elects the Optional Evaluation Phase for performance enhancements at the existing final clarifiers, we will work with City personnel and WWTP staff to evaluate a range of available options, equipment suppliers, and budgetary costs. In the Evaluation Phase, we will complete the following:

- Review and compile Construction Record Documents to prepare a reliable set of reference documents.
- Collect additional site dimensions and data, as may be needed for evaluation purposes.
- Contact potential equipment suppliers to collect information on availability for retrofit, expected performance, operation pros/cons, and budgetary costs.
- Summarize findings in a technical memorandum for review by City personnel and WWTP staff.
- Meet with City personnel and WWTP staff to review findings and recommendations. Based on direction from the City, incorporate performance enhancements with the Preliminary Design Phase.

Preliminary Design Phase

In the Preliminary Design Phase, we will work with City personnel, WWTP staff, and preferred equipment suppliers to develop preliminary design documents and a preliminary opinion of probable construction cost. We propose to complete the following:

- Using Construction Record Documents, prepare demolition drawings and requirements.
- Coordinate with the preferred equipment manufacturer(s) to obtain accurate equipment layout and design requirements.
- Develop preliminary layout/installation drawings.
- Identify temporary bypass and operation strategies, as may be required by EGLE for approval of the construction permit.
- Complete electrical service capacity evaluations.
- Prepare a preliminary opinion of probable construction cost for the proposed work.
- Meet with City personnel to review preliminary design documents and the preliminary opinion of probable construction cost. Discuss potential changes as may be preferred by WWTP staff for construction and operation purposes, and as may be necessary based on budget constraints.
- Based on direction from the City, proceed with the Final Design Phase.



Figure 6 – Final Clarifier #1, Dewatered for Inspection

Final Design Phase

Final Design services will include the following:

- Prepare final design drawings, include demolition, bypass (if necessary), and equipment installation drawings.
- Provide construction and installation details, as necessary for construction permitting and bidding purposes.
- Prepare project specifications to support permitting and bidding of the proposed construction project.
- Update the Engineer's Opinion of Probable Costs for use by City personnel in budget review and project funding.
- Meet with City personnel to review proposed construction documents.

Construction Permitting Phase, if Required

Construction Permitting assistance is included in the RFP scope of engineering services. However, WWTP staff report that recent discussions with permitting staff in EGLE's Grand Rapids District Office suggest that construction permitting may not be required if proposed clarifier equipment is a direct in-kind replacement.

We note that mechanical equipment in the existing Final Clarifiers appears to have been custom-fabricated when originally installed in the 1970s, and therefore, current equipment suppliers will not offer a direct in-kind replacement for the existing equipment. We believe that EGLE will require a Part 41 Construction Permit as noted in the City’s RFP, but offer permitting assistance as an option in our fee structure, if a permit is not required. Construction Permitting assistance, if required, will include the following:

- After completing Final Design, **M+B** will assist the City in preparing and submitting a Part 41 Construction Permit application to EGLE.
- We anticipate one onsite meeting with EGLE reviewers, City personnel, and WWTP operators to review the proposed construction permit application.

Proposed Professional Engineering Fees

We propose to complete the scope of requested design services for not-to-exceed fees for each phase of design and permitting effort, as outlined:

1.	Evaluation Phase, Optional	\$5,600	48 HRS
2.	Preliminary Design Phase	\$19,600	168 HRS
3.	Final Design Phase	\$14,500	128 HRS
4.	Construction Permitting Phase, if Required	<u>\$3,000</u>	<u>24 HRS</u>
	Total, All Phases.....	\$42,700	368 HRS

Alternate Design/Build Project Delivery Option

As an alternative to the traditional design, bid, build approach to project delivery, **Moore+Bruggink** has the experience and professional partners to offer design/build (D/B) delivery for the proposed Final Clarifier #2 Improvements. There are several advantages to the D/B approach that may be of interest to the City, including the following:

- **Accelerated Schedule.** D/B provides an accelerated delivery schedule by allowing purchase of final clarifier equipment as part of the final design phase of the work, which generally saves two to three months as compared to the traditional bidding and contract award process. In particular, recognizing that Final Clarifier #2 failed earlier this year and was repaired for short-term service, an accelerated replacement schedule may be very beneficial.
- **Negotiated Lump Sum Price.** In D/B project delivery, the City will be able to negotiate project costs with the engineering and construction team upfront, which reduces the risks of surprise pricing during construction. In many cases, this is a strong benefit for local project financing.
- **Selection of Engineer and Contractors.** **M+B** partners with top-shelf consultants, contractors, and other professionals to deliver successful D/B projects. As part of this process, the City of Hastings will have the opportunity to review proposed team members and recommend selection of preferred subconsultants and contractors.

We welcome the opportunity to discuss an alternative Design/Build project delivery option in more detail, if interested.

4. PROJECT TEAM

The organizational format **M+B** uses can be flexible depending on specific project requirements, but will ensure a simple and straightforward team to make certain that communication flows freely between the City, WWTP Staff, Engineer, and Subconsultants. Ultimately, Brad Lyons, P.E., will be the single point of contact, and will have responsibility for organization, execution, and overall management of the project. **M+B** always works within a team structure; therefore, Brian Hannon, P.E., will be deeply involved in the process in order to give you continuous access to the team, even when Mr. Lyons is temporary unavailable.

The proposed team has worked well together on previous studies and designs. Brief profiles are included below, but full resumes are available on request.

*Moore+Bruggink, Inc. engineers are all located at our only office in Grand Rapids, Michigan.
Century A&E engineers are all located at their only office in Grand Rapids, Michigan.*

PROJECT TEAM AND EXPECTED ROLES

M+B Staff

The **Moore+Bruggink** team assigned to this project has **extensive experience with SRF project plans and funding, planning, and design of water resource recovery facilities**. **M+B** has completed successful renovation and expansion projects for many facilities across the region. **Moore+Bruggink** will be responsible for leading the project management tasks and team.



Brian Hannon, P.E., will be the principal in charge and client representative. Mr. Hannon has 22 years of project experience with water and wastewater systems planning and design, including **most of the projects described in the experience section**, which demonstrates a high level of expertise in similar projects. He will be the lead process consultant on the project, leading equipment selection and configuration, process analysis, and constructability reviews. **Brian's recent experience designing full-scale treatment and his extensive resume of project management and wastewater process systems, make him ideal to lead the team.**



Brad Lyons, P.E., will be the project manager for the project. He brings specific experience with master planning, capacity analysis, and facility analysis, WRRF designs, and project execution. Brad has 39 years of experience in project design, including front to back designs of nutrient removal facilities, aeration efficiency improvements, and clarifier performance analysis and design, among others. **His process knowledge and creative designs make him ideally suited to be on the team.**



Kelley Place, P.E., will be the project engineer assigned to this project. Kelley brings 16 years of engineering experience to the table, working with process projects, hydraulics and hydrology, system modeling, and other aspects of environmental engineering. **Her recent experience designing a full-scale \$29 million treatment facility for Allendale Township has demonstrated her aptitude to tackle difficult projects such as this one.**



Jacob Bruggink, P.E., has worked on many major plant designs, including Delta Township, Charlotte, Grand Rapids WRRF, Zeeland, and Grandville. He has a good working knowledge of technical equipment and layouts, and will be a huge asset with the hydraulics and mechanical equipment on this project. **Jacob brings his mechanical engineering expertise to the table with hydraulic modeling and assessments, and strong mechanical equipment background.**



Jack Markosky, E.I.T., will assist with equipment layouts, study phase estimating, vendor interaction, and miscellaneous calculations. Jack has been integral as **project manager, design engineer, and RPR on over \$100 million of projects in the last five years**, specifically at Midland and SCCMUA, **both of which were SRF projects**. If this enters the design phase, he will be the **lead 3D CAD modeler to integrate the proposed design** in order to avoid conflicts.



Sara Weber, E.I.T., has recently worked on several SRF Project plans and USDA Rural Development Preliminary Engineering Reports, and has assisted on design elements of the resulting projects. **She will assist with information gathering, report writing, cost analysis, and other elements of the project plan.**



Alan Pennington, P.E., a Principal with M+B, will assist with QA/QC and ensuring proper designation of internal resources. He will also assist with the collection systems analysis and design. **Alan brings his 29 years of experience to the table as an engineer for multiple communities, including water and wastewater projects in the city of Grand Rapids and surrounding communities. In Grand Rapids, he was critical to projects disconnecting the storm sewer from the sanitary.**

Century A&E

Century A&E has worked closely with **Moore+Bruggink** on numerous large wastewater projects and pumping stations throughout Michigan and Indiana and **functions as an extension of our staff**. They will provide assistance with electrical, controls, and SCADA system evaluations and design, HVAC and plumbing, and architectural and building structural services. **The Century A&E staff has worked on many water resource recovery facilities in conjunction with M+B as well as other consultants.**



Matt Tipping, P.E., will be the electrical engineering lead. He has extensive knowledge of electrical systems, from planning through design and construction, and has designed many treatment facilities, including Allendale, SCCMUA, Grandville, Zeeland, Charlotte, Mattawan, and others with **M+B** and other firms. **Matt is a principal at Century A&E, and will oversee Century A&E's design team.**



Jacob Jones, P.E., will be the lead on instrumentation, controls, and SCADA systems. Jacob has designed numerous projects for wastewater treatment facilities. **His ability to dial in to extremely important details will be a great asset on this project. Troy has worked specifically with M+B on several WRRF projects, as well as with other firms.**



Greg Kapolneck, P.E., will be the structural engineer for this facility. He has extensive experience with building addition design and reinforcement, existing facility assessments, new industrial building design, heavy machinery movement, crane rail modifications, roof analyses, load studies, and design of heavy machine foundations. Greg has worked with **M+B** on many projects throughout his tenure.

5. EXPERIENCE AND PROJECT EXAMPLES

RELEVANT PLANT IMPROVEMENT PROJECTS

With over 68 years of wastewater project experience, **Moore+Bruggink** has an exhaustive list of case histories with demonstrated experience on studies, design, and construction of various WRRF facilities, including specific processes and full plant expansions/improvements. The example projects listed in each community below are similar to the tasks requested in the RFP. These projects have included studies, funding, survey, design, permitting, construction engineering, inspection, and startup services. Within our examples, **M+B** tried to give a wide variety of plant types and sizes to demonstrate our depth of knowledge and ability to execute on a project like Hastings WWTP. **Many of these projects were funded using the CWSRF program. M+B** is always happy to provide additional examples and references, and can expand upon our subconsultants' experience as well. *One important thing to note is the longevity of our clients. We encourage you to call them to discuss their experience with us as their consultants!*

Grandville CWP (Multiple Projects in the last 10 years)

*Reference: Mr. Todd Wibright, Superintendent,
(616) 457-0720*

Moore+Bruggink has served the City of Grandville as engineers for over 67 years. This longstanding relationship has spanned many plant improvements and studies, and in the last ten years, has culminated in over \$50 million of projects, including a large expansion, walkway and clarifier improvements, a solids handling project, aeration mixing and process improvements, and blower upgrades. **M+B** provided design and construction engineering services throughout all of these projects. The Grandville CWP features the first ESD configuration in Michigan with gas cleaning, cogeneration, and hot water recovery systems. **That project won the National ACEC Honor Award in 2013 as one of the top 24 engineering projects in the country!**



Plant Aerial View



Egg-Shaped Anaerobic Digester and New Aeration System

Other major project items similar to this project scope include:

1. Replacement of old manually raked bar screen located in confined space with new automatic raked bar screens and washer compactors in new building.
2. New Vortex grit chamber with grit washer, and renovation of existing aerated grit chamber.
3. Two new round final clarifiers, complete with mechanisms, drives, bridges, rapid sludge removal arms, weirs, scum baffles, etc.
4. Repair of concrete and handrail systems on some of the existing round clarifiers.
5. Addition of “Flex Zones” using large bubble nozzles to create anoxic zones within the aeration trains to provide for reduced energy consumption, alkalinity recovery, and better process control.

Case history included to demonstrate successful project completion of very similar project elements within a series of projects spanning multiple budgets and years. This project included many sustainability awards, including ACEC National Honor Award, Utility of the Future Today recognition, and MWEA PUMP Award.



One of Several New Final Clarifiers & Mechanism



Aeration Tank “Flex Zones” with Large Bubble Nozzles and Existing Diffusers



Old Manual Bar Screen in Confined Space is Now Replaced by Picture to the Right



New Fine Screen Rakes Screenings to Surface Level Washer/Compactor

City of Zeeland CWP (Multiple Projects over the last 10 years)

Reference: Mr. Doug Engelsman, Superintendent
(616) 772-0873

Moore+Bruggink has had a longstanding relationship with the City of Zeeland and has been working on their treatment plant since the 1960s. In the last ten years, several master plans and projects of note have been completed, with constructed value over \$20 million. These project plans went in depth on reviewing treatment options, reviewing regionalization, I/I reduction, etc.

Projects of note relative to this scope include:

1. Headworks renovation to remove old comminutors and aerated grit and replace with automatic fine screen, washer compactor, and a vortex grit chamber with grit washer.
2. The expanded system includes new primary tanks, new aeration tanks with biological nutrient removal, new final clarifiers, renovated ultraviolet disinfection, and new effluent pumps. Biosolids are aerobically digested and thickened before application to farm fields.
3. Three existing round secondary clarifiers were rehabilitated. Two mechanisms were replaced, weirs rehabilitated, and concrete coatings redone. The third clarifier had the mechanisms recoated to extend life. Also, fiberglass weir covers were added to help prevent algae growth on the weirs, scum baffles, and troughs.

Careful planning and applications allowed the City and customer communities to garner **\$2.3 million in grant money from the USEDA and SRF programs!** The plant has also upgraded its solids handling, and is in the process of upgrading the Ultraviolet disinfection system.

Case history included to demonstrate successful large-scale project completion of very similar projects with headworks, secondary treatment improvements, and final clarifiers, etc. This project included many sustainability awards, including Utility of the Future Today recognition and MWEA PUMP Award.



Completed Plant with Aeration Tanks



Blower Room with Control Panels



Concrete Trough Repairs in Progress

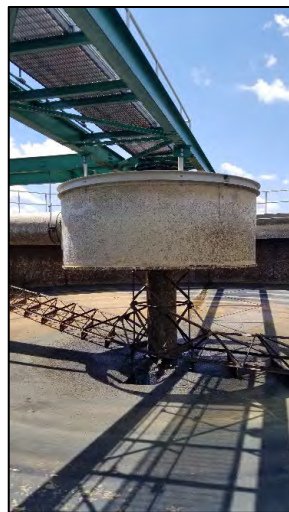


Replaced Final #3
Mechanism & Internals

FINAL CLARIFIERS

The M+B team has completed multiple final clarifier repairs at various plants. Most were round clarifiers, but occasionally, we have completed square clarifiers and rectangular clarifiers.

Location	New	Concrete Repair	Mechanisms	Wier Covers
Grandville	X	X	X	
Zeeland	X	X	X	X
Sparta	X	X	X	X
Albion		X	X	
SCCMUA		X	X	
Midland		X	X	



Inspection & Scoping of Midland Final Clarifier Repairs



*Repair of "Square" Final Clarifier,
 SCCMUA WWTP*

APPENDIX A



Barry County GIS



Map Publication:
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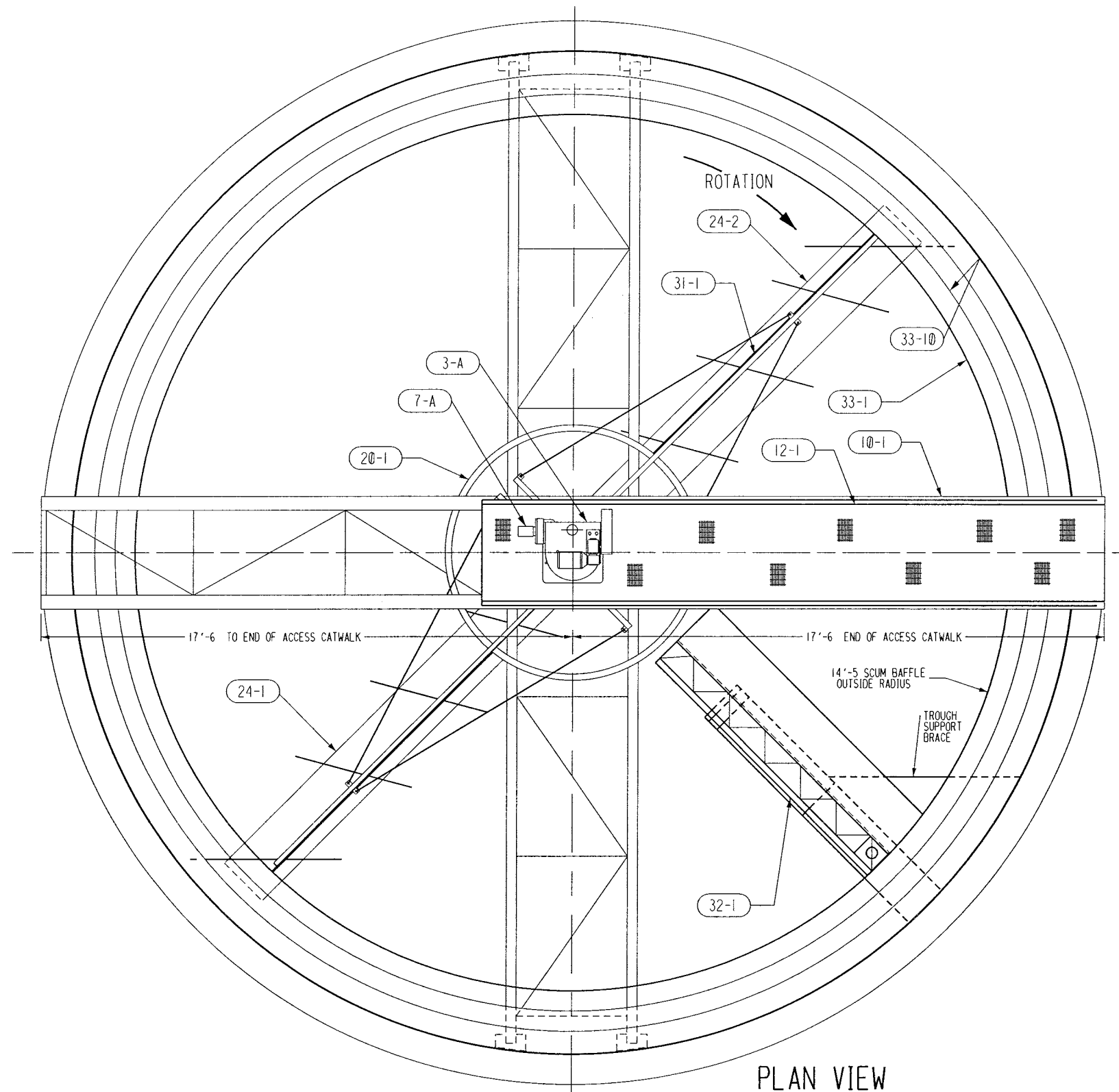


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Disclaimer: This map does not represent a survey or legal document and is provided on an "as is" basis. Barry County expresses no warranty for the information displayed on this map document.

APPENDIX B

MARK NO.	DESCRIPTION	SEE DRAWING
3-A	BIGB WORM GEAR ASS'Y	4L13026
7-A	TORQUE INDICATOR BOX ASS'Y	7,8
10-1	ACCESS CATWALK	2L8523, 2L9194, 2L8452
12-1	HANDRAIL	2L8457
13-1	TORQUE TUBE	13, 13A, 2L9196
18-1	CLARIFLOW WELL	2L8528
20-1	INFLUENT WELL	20, 20A, 2L9161
24-1/2	TRUSS ARM	2L9201, 24
31-1	SKIMMER BOOM	31
32-1	SCUM TROUGH	32
33-1	SCUM BAFFLE	33
33-10	WEIR PLATE	
39-1	MOUNTING PLATE (NOT SHOWN)	2L8819
40-1	NAMEPLATE (NOT SHOWN)	2L8484
90-1	CONTROL PANEL	SEE C 1 & 5 DRAWINGS



PLAN VIEW

FOR
REFERENCE
ONLY

NOTE:

THIS IS A TYPICAL ASSEMBLY DRAWING. FOR TANK DETAILS, ANCHORAGE AND ORIENTATION FOR SPECIFIC JOB, SEE DRAWINGS F1, F2 & F3. EQUIPMENT FURNISHED FOR A SPECIFIC JOB MAY HAVE A DIFFERENT NUMBER OF FLIGHTS, WELL SUPPORTS, AND HANDRAIL POSTS, THAN SHOWN, DEPENDING ON DEPTH AND DIAMETER OF TANK.

CAD FILE: 1

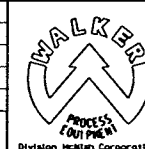
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CHKD																									
DATE	11-2-18																								
REVISIONS		REMARKS																							

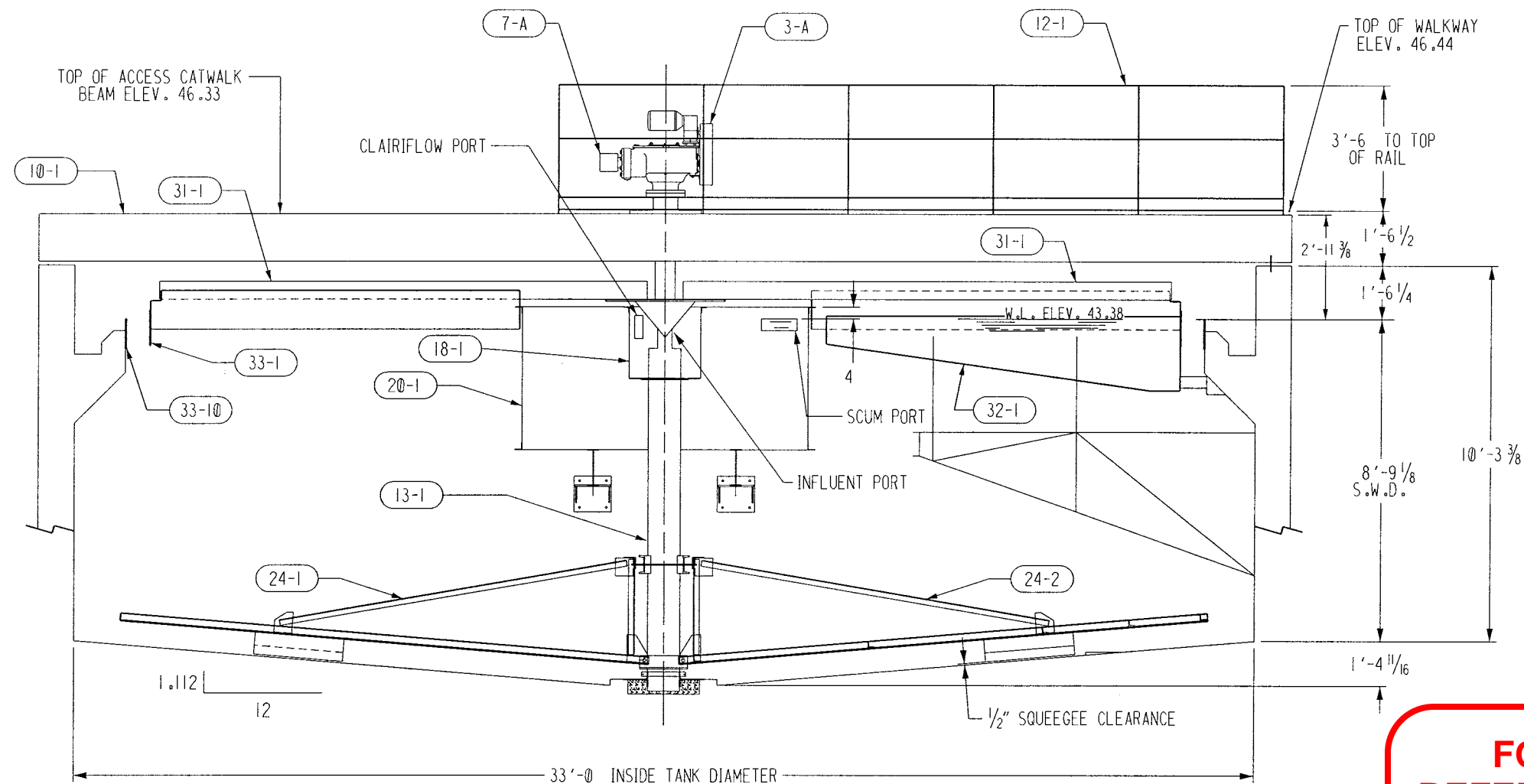
The use of anchor types, size, embedment or method other than that shown or provided by Walker Process Corporation will be done at the contractor's risk.

This Drawing is the property of Walker Process Equipment and is to be used only in connection with the performance of work by Walker Process. Reproduction in whole or in part for any other purpose is expressly forbidden.

DRAWN	9-17-18	DATE	BY	BH
CHECKED				
APPR.				
SCALE				
FILE REFERENCE				



Walker Process Equipment Division of McNish Corporation AURORA, ILLINOIS U.S.A.			
GENERAL PLAN 33'-0" DIA. CP-FRST COLLECTOR SOUTHAMPTON, NJ			
CONTRACT	090130		
DRG	1	REV	1



FOR
REFERENCE
ONLY

SECTIONAL ELEVATION

CAD FILE : 2

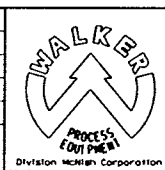
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BY																			
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DATE	11-2-18																		
REVISIONS	REMARKS																		

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DRAWN	DATE	BY
	9-17-18	BH
CHECKED		
APPR.		
SCALE		
FILE REFERENCE		



Walker Process Equipment
Division of McNish Corporation
AURORA, ILLINOIS U.S.A.

SECTIONAL ELEVATION
33'-0" DIA. CP-FRST COLLECTOR
SOUTHAMPTON, NJ

CONTRACT 090130 DRG 2 REV 1

City of Hastings – Capital Improvement Plan Project Application Form



Project Title: Replacement of Final Clarifier 2 Rotating Mechanism

Project ID #: _____ CIP ID #: SS-2

Department: WWTF Anticipated Start Date: 07/2024

Date Prepared: 02/21/2024

Project Description: Provide a brief physical description of the project. Please be specific.

Removal of the entire final clarifier 2 mechanical drive, support structure and appurtenances. Replace with new units.

Project Need: Provide a brief explanation of why the project is necessary.

This item is over fifty years old, has recently had a structural failure along with severe deterioration over the years of the bridge decking and the submerged portion of the mechanical structure. The manufacturer of the unit is unknown and due to it's age as well, availability of major replacement components is seriously in doubt. This unit also lacks the features of present day units to protect it from certain types of mechanical malfunctions and subsequent damage. +

Planning: Is the project included in a prior program, plan, or policy? If so, identify the plan here:

No

Does the project share space or overlap with other CIP projects? Please describe.

No

Project Cost: \$ 350,000.00

Potential Funding Sources:

Water/Sewer Fund

Please check one of the following for cost basis:

- Cost of comparable facility/equipment
- Cost estimate from engineer/architect
- Rule of thumb indicator/unit cost
- Preliminary estimate
- Ballpark "guesstimate"

List of Attachments (quotes, photos, etc.):



Regular Council Agenda Item Memorandum

To: The Honorable Mayor, City Council Members, and Sarah Moyer-Cale

From: Rob Neil Superintendent of Streets

Subject: Lead service replacement supplies

Meeting Date: July 22, 2024

Recommended Action:

Approval for the purchase of service line replacement parts from Etna Supply in the amount of \$154,508.61.

Background Information:

These products will be used for the lead line replacement program that is ongoing. This is a requirement by EGLE to replace lead service lines through the City of Hastings. Bids were received from Etna, East Jordan Iron Works, Core and Main, Ferguson Water supply, Michigan Pipe and Valve.

Financial Implications:

This is a budgeted expense.



ETNA SUPPLY - GRAND RAPIDS
 4901 CLAY AVENUE SW
 GRAND RAPIDS, MI 49548-3038
 616 241 5414
 Fax 616 241 4786



Quotation

QUOTE DATE	QUOTE NUMBER	PAGE NO.
07/08/2024	S105759896	
ETNA SUPPLY PO BOX 772107 DETROIT, MI 48277-2107 P-616 248 9182 F-616 245 9940		1 of 3

QUOTE TO:

SHIP TO:

HASTINGS WATER PLANT
 201 E STATE ST
 HASTINGS, MI 49058-1954

HASTINGS WATER PLANT DPW
 301 EAST COURT ST
 HASTINGS, MI 49058

CUSTOMER NUMBER	JOB NAME / PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
15113	LEAD LINE REPLACE MATERIAL		Kevin Dieleman	
WRITER	SHIP VIA	TERMS	EXPIRE DATE	FREIGHT EXEMPT
Dalton Potgeter	GRPD	NET 25TH	07/11/2024	Yes
ORDER QTY	DESCRIPTION	UNIT PRICE	EXT PRICE	
	SHIPPING INSTRUCTIONS DELIVERY DATE: ANY DELIVERY TIME: ANY CONTACT NAME: CONTACT #: ADD'L INSTR:			
	QUOTED AS ENTIRETY OF MATERIAL LIST AND TO BE SOLD AS SUCH			
1200ft	3/4X60FT COP K SOFT COIL Pn: 39071 IN STOCK	610.559/c	7326.71	
10000ft	1X100FT COP K SOFT COIL Pn: 16287 IN STOCK	810.551/c	81055.10	
4500ft	1X60FT COP K SOFT COIL Pn: 54407 IN STOCK	810.551/c	36474.80	
65ea	F1000-4-Q-NL -1 CORP STOP QJ NO LEAD FORD Pn: 168309 IN STOCK	63.000/ea	4095.00	
		Subtotal		
		S&H Charges		
		Amount Due		

Continued on Next Page

THIS QUOTE HAS BEEN PREPARED BASED ON OUR INTERPRETATION OF THE PROJECT DOCUMENTS PROVIDED. WE RESERVE THE RIGHT TO REVIEW AND AMEND QUOTATION PRICES IN THE EVENT PROJECT DOCUMENTS PROVIDED ARE INCOMPLETE, UNCLEAR OR CONTAIN CONFLICTING INFORMATION.

Prices are firm for 3 days. Price subject to change after 3 days.



ETNA SUPPLY - GRAND RAPIDS
 4901 CLAY AVENUE SW
 GRAND RAPIDS, MI 49548-3038
 616 241 5414
 Fax 616 241 4786



Quotation

QUOTE DATE	QUOTE NUMBER	PAGE NO.
07/08/2024	S105759896	
ETNA SUPPLY PO BOX 772107 DETROIT, MI 48277-2107 P-616 248 9182 F-616 245 9940		2 of 3

QUOTE TO:

SHIP TO:

HASTINGS WATER PLANT
 201 E STATE ST
 HASTINGS, MI 49058-1954

HASTINGS WATER PLANT DPW
 301 EAST COURT ST
 HASTINGS, MI 49058

CUSTOMER NUMBER	JOB NAME / PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
15113	LEAD LINE REPLACE MATERIAL		Kevin Dieleman	
WRITER	SHIP VIA	TERMS	EXPIRE DATE	FREIGHT EXEMPT
Dalton Potgeter	GRPD	NET 25TH	07/11/2024	Yes
ORDER QTY	DESCRIPTION	UNIT PRICE	EXT PRICE	
75ea	B44-44-Q-NL - 1 CURB STOP QJ NO LEAD FORD Pn: 166784 IN STOCK	125.000/ea	9375.00	
75ea	C44-44-Q-NL - 1 QJ-CTS COUPLING NO LEAD FORD Pn: 166773 IN STOCK	26.000/ea	1950.00	
75ea	C44-33-Q-NL-3/4 QUICK JOINT-CTS COUPLING NO LEAD FORD Pn: 168990 IN STOCK	24.000/ea	1800.00	
50ea	F1000-3-Q-NL -3/4 CORP STOP QJ NO LEAD FORD Pn: 194483 IN STOCK	42.000/ea	2100.00	
3ea	REED 04390 3/4IN CC AWWA WTR SERVICE DRILL TAP CI/DI Pn: 11589 IN STOCK	151.000/ea	453.00	
4ea	REED 04391 1IN CC AWWA WTR SERVICE DRILL TAP CI/DI Pn: 77533 IN STOCK	195.000/ea	780.00	
Subtotal				
S&H Charges				
Amount Due				

** Continued on Next Page *

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ETNA SUPPLY - GRAND RAPIDS
 4901 CLAY AVENUE SW
 GRAND RAPIDS, MI 49548-3038
 616 241 5414
 Fax 616 241 4786



Quotation

QUOTE DATE	QUOTE NUMBER
07/08/2024	S105759896
ETNA SUPPLY PO BOX 772107 DETROIT, MI 48277-2107 P-616 248 9182 F-616 245 9940	
PAGE NO.	
3 of 3	

QUOTE TO:

SHIP TO:

HASTINGS WATER PLANT
 201 E STATE ST
 HASTINGS, MI 49058-1954

HASTINGS WATER PLANT DPW
 301 EAST COURT ST
 HASTINGS, MI 49058

CUSTOMER NUMBER	JOB NAME / PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
15113	LEAD LINE REPLACE MATERIAL		Kevin Dieleman	
WRITER	SHIP VIA	TERMS	EXPIRE DATE	FREIGHT EXEMPT
Dalton Potgeter	GRP	NET 25TH	07/11/2024	Yes
ORDER QTY	DESCRIPTION	UNIT PRICE	EXT PRICE	
50ea	TYLER SB 39 BOTTOM SECTION Pn: 10583	54.000/ea	2700.00	
50ea	TYLER SB 24 TOP SECTION W/ LID Pn: 63739 IN STOCK	88.000/ea	4400.00	
100ea	VADLE CURB BOX LOCK Pn: 165045 IN STOCK	19.990/ea	1999.00	

This Quotation is expressly conditioned and controlled by Seller's standard terms and conditions of sale found at www.etnasupply.com/tcsale. All other terms are expressly rejected. To the extent there is a conflict between any of the terms appearing on the face of this Quotation and ETNA's Standard Terms, the terms appearing on the face of the Quotation control. TAXES ARE NOT INCLUDED ON THIS QUOTE!

Subtotal	154508.61
S&H Charges	0.00
Amount Due	154508.61

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Prices are firm for 3 days. Price subject to change after 3 days.



FERGUSON WATERWORKS #2053
 3900 44TH ST SE
 KENTWOOD, MI 49512-3942

Phone: 616-803-7521
 Fax: 616-554-7728

Deliver To: From: Daniel Myers Comments:
--

15:21:52 JUL 14 2024

Page 1 of 2

FERGUSON WATERWORKS #3386
 Price Quotation
 Phone: 616-803-7521
 Fax: 616-554-7728

Bid No: B097449
Bid Date: 07/09/24
Quoted By: ESB

Cust Phone: 269-945-2468
Terms: NET 10TH PROX

Customer: CITY OF HASTINGS
 201 EAST STATE STREET
 HASTINGS, MI 49058

Ship To: HASTINGS 2024-25 LEAD SERVIC
 BID DATE: 7/15/2024
 HASTINGS, MI 49058

Cust PO#: HASTINGS, MI

Job Name: HASTINGS 2024 MAT'L

Item	Description	Quantity	Net Price	UM	Total
KSOF60	3/4 X 60 K SOFT COP TUBE ETA ONE WEEK	1200	619.000	C	7428.00
KSOF100	1 X 100 K SOFT COP TUBE ETA ONE WEEK	10000	821.000	C	82100.00
KSOF60	1 X 60 K SOFT COP TUBE ETA ONE WEEK *COPPER PRICES ARE GOOD FOR ONE WEEK. CHECK WITH SALESMAN TO CONFIRM PRICES AT TIME OF ORDER.	4500	821.000	C	36945.00
FFB10004QNL	LF 1 CC X CTS QJ BALL CORP SOME IN-STOCK. REMAINDER LEAD TIME 21-23 WEEKS	65	76.000	EA	4940.00
FB44444QNL	LF 1 CTS X CTS QJ BALL CURB ST SOME IN-STOCK. REMAINDER LEAD TIME 20-22 WEEKS	75	119.000	EA	8925.00
FC4444QNL	LF 1 CTS X CTS QJ COUP SOME IN-STOCK. REMAINDER LEAD TIME 21-23 WEEKS	75	25.000	EA	1875.00
FC4433QNL	LF 3/4 CTS X CTS QJ COUP LEAD TIME 21-23 WEEKS	75	21.400	EA	1605.00
FFB10003QNL	LF 3/4 CC X CTS QJ BALL CORP LEAD TIME 21-23 WEEKS	50	56.700	EA	2835.00
R04390	3/4 CC DUCTILE DRILL TAP ETA ONE WEEK	3	203.550	EA	610.65
R04391	1 CC DUCTILE DRILL TAP ETA ONE WEEK OPTION #1:	4	261.780	EA	1047.12



HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to
 complete a survey about your bids:

<https://survey.medallia.com/?bidsorder&fc=3386&on=4852>

FERGUSON WATERWORKS #3386
Price Quotation

Fax: 616-554-7728

15:21:52 JUL 14 2024

Reference No: B097449

Item	Description	Quantity	Net Price	UM	Total
T650095E	(TYLER 95E-DOMESTIC) 6500 95-E CI CURB BX ASSY 30T 39B LEAD TIME 12-14 WEEKS OPTION #2:	50	135.830	EA	6791.50
SP-95ECURBBOX	(TYLER 95E-IMPORT) 95E CURB BOX TYLER UNION ETA ONE WEEK OPTION #3:	50	73.000	EA	3650.00
SVB795E	(SIGMA 95E'S-IMPORT) 41-64 95E SC SERV BX 30T/39B ETA 3 WEEKS	50	58.000	EA	2900.00
JVADLECBL	--- CURB BX LCK ETA ONE WEEK	100	14.850	EA	1485.00
			Net Total:		\$163137.27
			Tax:		\$0.00
			Freight:		\$0.00
			Total:		\$163137.27

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTRACTOR CUSTOMERS: IF YOU HAVE DBE/MBE/WBE/VBE/SDVBE/SBE GOOD FAITH EFFORTS DIVERSITY GOALS/ REQUIREMENTS ON A FEDERAL, STATE, LOCAL GOVERNMENT, PRIVATE SECTOR PROJECT, PLEASE CONTACT YOUR BRANCH SALES REPRESENTATIVE IMMEDIATELY PRIOR TO RECEIVING A QUOTE/ORDER.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>
Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with *NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.



HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to complete a survey about your bids:

<https://survey.medallia.com/?bidsorder&fc=3386&on=4852>



MICHIGAN PIPE & VALVE

FOR ALL YOUR WATER, STORM AND SEWER NEEDS

MICHIGAN PIPE & VALVE - GRAND RAPIDS
5500 36TH ST SE
GRAND RAPIDS, MI 49512

PHONE (616) 805-3206
FAX

PRICE QUOTE

Page 1

Printed 07/10/24 CN

Quoted

ALL CONTRACTORS

Ship To

CITY OF HASTINGS

Quote #	Quote Date	Exp Date	Customer #	Customer P/O #	Ship Via	Writer
OR05902	07/09/2024	01/05/2025	0001001			LF
Job ID	Customer Terms			Salesman		
	NET 30 DAYS			House		
Product	Description	UM	Quant	Unit Price	Extension	
00008706	3/4 K SOFT COPPER 60	FT	1200	6.34	7608.00	
00001871	1 K SOFT COPPER 100	FT	10000	8.47	84700.00	
00001872	1 K SOFT COPPER 60	FT	4500	8.47	38115.00	
SP*002900	1 PJ CORP FORD CC FB1000-4-NL	EA	65	72.00	4680.00	
SP*001325	1 LF PJ CURB STOP B44-444NL	EA	75	118.00	8850.00	
SP*00007322	1 COUPLING CTSXCTS 74758-22 - NL	EA	75	27.50	2062.50	
00008573	3/4 CTS PJXPJ UNION	EA	75	24.00	1800.00	
SP*002901	3/4 PJ CORP FORD CC FB1000-3-NL	EA	50	62.00	3100.00	
00012619	680539 DRILL & TAP 3/4	EA	1	224.00	224.00	
00012620	680540 DRILL & TAP 1	EA	4	298.00	1192.00	
00014186	95E BUFFALO BOX 2 1/2" TYLER KIT	EA	50	145.00	7250.00	
SP*001143	VADLE CURB BOX LOCK	EA	100	14.50	1450.00	
				Sub Total	\$161,031.50	
				Freight	\$0.00	T o t a l
				Misc Charges	\$0.00	
				Tax Amount	\$9,661.89	170,693.39

X: _____
(Accepted by)

MESSAGE

TERMS

Blank area for message and terms.



800 268 4653
ejco.com

Quotation 00695216

Account Name City of Hastings
Ship to 301 East Court Street, Hastings, 49058
Requested By
Business Phone 269-945-5083
Email

Quote Name Service Fittings, Copper, Vadles & Boxes Quote
Created Date 07/15/2024
Expiration Date 08/14/2024
Prepared By Kevin Spyhalski
Email kevin.spyhalski@ejco.com
Phone (616) 538 2040

Quantity	Product No.	Description	Notes	Line Charge	Sales Price (USD)	Total Price (USD)
1,200	99580075	3/4" COPPERTUBING TYPE K 60'			7.82	9,384.00
10,000	99580101	1" COPPERTUBING TYP K 100'			10.38	103,800.00
4,500	99580100	1" COPPERTUBING TYPE K 60'			10.38	46,710.00
65	97170193	A Y 74701B-22 1 BCORP AWWA-CTS			93.53	6,079.45
75	97190023	A Y 76100-22 1 B VLVE CTS X CT			146.38	10,978.50
75	97175884	AY 74758-22 1 CPLG-CTS X CTS-N			30.70	2,302.50
75	97175882	AY 74758-22 3/4 CPLNG CTSXCTS-			71.11	5,333.25
50	97170182	AY 74701-22 3/4 CORP AWWAXCTS-			53.43	2,671.50
3	99840261	REED DT75 COMBO DRILL/TAP 3/4			188.44	565.32
4	99840262	REED DT100 COMBO DRILL/TAP 1"			210.36	841.44
50	98752	6500 95E 2-1/2" Service Box Set, Screw Type, 41"-64" Depth of Bury, 30T Top and 39B Bottom with Lid, Black Asphaltic Coated			116.72	5,836.00
100	99501028	JRC Vadle Curb Box Lock Product Accessory			7.50	750.00

Notes Lead time based on date of received order, but at this time they would be approximately:
12 weeks for fittings
18 weeks for ball corps & curbs

Subtotal 195,251.95
Grand Total 195,251.95



Bid Proposal for MATERIALS QUOTE

CUSTOMER

CITY OF HASTINGS

301 E COURT STREET
HASTINGS, MI 49058

Job

MATERIALS QUOTE
HASTINGS, MI
Bid Date: 07/12/2024
Bid #: 3642251

CONTACT

Sales Representative

Ann Houghtaling
(T) 616-222-9500
Ann.Houghtaling@coreandmain.com

Core & Main

1219 142nd Ave.
Wayland, MI 49348
(T) 6162229500

NOTES



Bid Proposal for MATERIALS QUOTE

CITY OF HASTINGS
 Job Location: HASTINGS, MI
 Bid Date: 07/12/2024
 Core & Main 3642251

Core & Main
 1219 142nd Ave.
 Wayland, MI 49348
 Phone: 6162229500
 Fax: 6169752775

Seq#	Qty	Description	Units	Price	Ext Price
20		COPPER			
40	1200	3/4X60 SOFT K COPPER USA PER FOOT	FT	6.28	7,536.00
50	10000	1X100 SOFT K COPPER USA PER FOOT	FT	8.33	83,300.00
60	4500	1X60 SOFT K COPPER USA PER FOOT	FT	8.33	37,485.00
70		*COPPER PRICING GOOD 7 DAYS*			
90		BRASS			
110	65	74701-22 1 CORP STOP CCXPJCTS NO LEAD 71 IN STOCK	EA	64.10	4,166.50
130	75	76100-22 1 CURB STOP COMPCOMP NO LEAD 49 IN STOCK	EA	128.96	9,672.00
150	75	74758-22 1 UNION 3PT CTSXCTS NO LEAD 86 IN STOCK	EA	28.43	2,132.25
170	75	74758-22 3/4 UNION 3PT CTSXCTS NO LEAD 92 IN STOCK	EA	24.85	1,863.75
190	50	74701-22 3/4 CORP STOP NO LEAD CC X PJCTS NO LEAD 0 IN STOCK	EA	44.53	2,226.50
220		ALTERNATE 3/4" CORP			
230	50	H15008N 3/4 CORP STOP CCXCTSC CC X CTS COMP, NO LEAD 61 IN STOCK IN DETROIT	EA	38.90	1,945.00
270		MISC			
290	3	3/4"CC COMB DRILL TAP DT75 F/B1,B100,B101 & HAYS A2/A3	EA	167.64	502.92
300	4	1" COMB.DRILL TAP 04391 DT100	EA	215.59	862.36
310	50	95E ADJ CI USA SERV BOX COMP DOMESTIC	EA	134.40	6,720.00



Bid Proposal for MATERIALS QUOTE

Bid #: 3642251

Seq#	Qty	Description	Units	Price	Ext Price
320	100	VADLE 94E CURB BOX CRADLE	EA	14.12	1,412.00
				Sub Total	159,824.28
				Tax	0.00
				Total	159,824.28

Branch Terms:

*DUCTILE PIPE & CONCRETE PIPE MAY BE PRICED FOR FACTORY DIRECT TO JOBSITE DELIVERY. DUCTILE PIPE & CONCRETE PIPE FROM CORE & MAIN YARD MAY BE BILLED AT A HIGHER PRICE. PAYMENT IS NOT CONTINGENT ON CLEANUPS. CLEANUPS ARE DONE AS A COURTESY AND AT CORE & MAIN'S DISCRETION. ***ASK US ABOUT FUSION RENTAL EQUIPMENT.# SPECIAL ORDER ITEMS ARE NON-RETURNABLE AND NOT SUBJECT TO CANCELLATION, HOWEVER WE WILL ADVISE IF MANUFACTURE IS WILLING TAKE BACK SUBJECT TO RESTOCK FEES AND FREIGHT CHARGES.

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/TandC/>



Regular Council Agenda Item Memorandum

To: The Honorable Mayor, City Council Members, and Sarah Moyer-Cale

From: Rob Neil Superintendent of Streets

Subject: Unleaded Gasoline/Diesel fuel purchase

Meeting Date: July 22, 2024

Recommended Action:

Approve the purchase of Gasoline/Diesel fuel from Crystal Flash for \$70,000.

Background Information:

This is fuel that is used by vehicles owned by the City of Hastings. This fuel offers a higher Cetane level which improves ignition quality, reduced emissions, and increased lubricity.

Financial Implications:

Fuel is budgeted in the equipment fund for 2024/2025 fiscal year. Fuel fluctuates in price and this allows us to get the best price possible. This expenditure would be coming from the Equipment fund.



Regular Council Agenda Item Memorandum

To: The Honorable Mayor, City Council Members, and Sarah Moyer-Cale

From: Rob Neil Superintendent of Streets

Subject: V-Bottom Salt Spreaders

Meeting Date: July 22, 2024

Recommended Action:

Approval for the purchase of two (2) V-Bottom Monroe Salt Spreaders from Truck and Trailer Specialties in the amount of \$51,394.

Background Information:

This equipment will replace the current models (Henderson). This equipment is 11 years old. It is getting very difficult to get parts in a reasonable amount of time. These units get used during the winter and are getting worn out.

Financial Implications:

This is a budgeted item for the 2024/2025 fiscal year and has the necessary funds available and was also included in the CIP. Each unit was budgeted for \$30,000 each. This will be \$4,303.00 under amount budgeted for each salt spreader.

Truck & Trailer Specialties

3286 Hanna Lake Ind. Park Dr.

Dutton, MI. 49316

Phone 616-698-8215, Fax 616-698-0972

Quote No. DQO005112

City of Hastings

Attn: Rob Neil

Phone: 269-838-8395

June 17, 2024



State Contract Hyperlink No: [20000000034](#)

Equipment Quotation

Chassis: SA International, 10' dump body, scissor hoist (no doghouse)

Install Monroe model MCV-120-84-56 201 stainless steel V-box spreader including:

6.49 cubic yard capacity

120" long x 84" wide x 56" tall in 201 unpainted stainless steel

10 ga. 201 stainless steel hopper, 45-degree sloped sides

201 stainless steel cross members

7 ga. stainless steel body long sills

3/16" stainless steel replaceable floor

2" drive and idler shafts

2" 4-bolt flange bearings

Front and rear wipers

Bolt in chain shields, removable for chain repairs

Chain bar flights are 3/8" x 1-1/2" and are located on **every link 2.25" centers**

No Inverted "V"

50:1 worm drive gear box

No Application rate sensor

4 lift loops, one at each corner

Front bearing grease extensions extended to the rear of the body

Rear slack adjusters

V-box installed on stainless steel runners to aid in washout

Mild steel bolt-on top grates with H-beam support

Stainless Steel tailgate latch

Form and install two stainless steel channel brackets for use with body mounted winches/straps

for securing V-box to dump body, one each side at the front of the V-box

Supply two new 4" straps for securing V-box

No spill guards/shields

Install Monroe Tip-up Styler Spinner including:

10 ga. stainless steel rear spinner housing with adjustable baffles,

20" **poly** spinner disc and 3.2 CID White motor

Top mounted hydraulic spinner motor with a seal saver

No hand winch

Plumb hydraulic hoses for conveyor and spinner from V-box/spinner to rear of chassis

Including Conveyor, Spinner, and shared return line, use stainless steel quick couplers (existing truck mounted spreader controller and hydraulics

to rear of chassis to be utilized)

Hydraulic hoses and fittings to be Parker type

Custom lighting/electrical to include the following:

Two (2) Maxxima LED work lights installed at rear of V-box, one each side,

Truck & Trailer Specialties

3286 Hanna Lake Ind. Park Dr.
Dutton, MI. 49316
Phone 616-698-8215, Fax 616-698-0972
Quote No. DQO005112

including two-wire weather pack connector for use with chassis mounted
weather pack connector power feed/source

Above installed Price: \$25,697.00 ea.

Lead time: 225 Days ARO

Payment Terms: Net 30

Pricing good for: 30 days

Thank you for the opportunity to quote.

Submitted by:
Chad Veenstra / Mike Bouwman

Information needed with an order:

Want male or female weather pack connector for V-box mounted work lights?



Royal Truck & Utility Trailer

5125 Clay Ave. SW
Grand Rapids, MI 49548
Phone: 616-530-6000
Fax: 866-703-8598

Quotation

Hastings City of
JR Argo
jargo@hastingsmi.gov

Quote Date: 7/8/2024
Order Date:

Terms: Payment due on delivery
F.O.B. Grand Rapids, MI

Estimated delivery time:
90 day lead time

Chassis info from customer:

Analysis for optimum wheelbase has not been provided by Royal. This service is available upon request.

Note: Chassis must be equipped with proper body builder interface circuit. If not additional charges may occur.

V.I.N. _____ Chassis arrival date: To be determined

Henderson FSH - II
10' Stainless steel salt spreader.
201 stainless.
10 gauge sides and end.
7 gauge sills and floor.
6.9 yd capacity.
Pintle chain type conveyor 1/4" X 1 1/2" cross bars.
50:1 ratio, 1.5" shaft, 8 tooth sprocket.
Dump over chute.
Top grate screen.
Extended front idler adjuster and grease tubes.
Trunnion type latch system at the rear.

Taxes are not included
\$ 24,794.00 Delivered to Hastings, MI
Price valid for 30 days

Supply chain and inflation issues statement:

We are making every effort to provide accurate pricing for our customers in this time of high inflation.

Many manufacturers are not committing to pricing with an unknown delivery date in the future.

We are committing to this pricing on equipment that will be produced within 90 days of the signed order.

For production later than 90 days in the future, pricing is contingent upon actual pricing at time of production.

Quote accepted as an order _____ Date _____

Printed name: _____

A 2% cash discount has been included in this price.

Standard installation does not include movement or modifications of chassis components. This will be extra.

By signing above, you agree to the Terms and Conditions of Equipment Sales located at www.royaltrailersales.com/termsandconditions, which are incorporated by reference.

Thank you very much, AJ DeLange



Regular Council Agenda Item Memorandum

To: The Honorable Mayor, City Council Members, and City Manager Sarah Moyer-Cale

From: Travis J. Tate, P.E., Director of Public Services

Subject: Compost Screening Topsoil Proposal

Meeting Date: July 22, 2024

Recommended Action:

Approve proposal for compost screening from Precise Excavating, Inc. for \$21,670.

Background Information:

Precise Excavating, Inc. screened our compost the last two times in 2022 and 2021. They did a very good job. We were pleased with their work and efficiency.

Precise Excavating, Inc. was the only contractor in the area that we could find that provides the mobile screening service; so, DPS would like to waive the bidding requirement for the city. We reached out to R & H Tractor Services and they did not provide a proposal.

Proposal includes mobilization for \$1,600.00, use of a loader with scales for \$1,500, 8"-10" rocks for \$450.00 and price per ton is \$9.06 for 2000 tons is \$18,120.00.

Financial Implications:

Screening is budgeted for \$20,000 under Community Services, Capital Outlay. The General Fund will have to make up for the additional \$1,670.00.

Attachments:

- *2024 Precise Excavating, Inc. quote.*



PRECISE EXCAVATING, INC.

6544 W. Butterfield Hwy
Bellevue, MI 49021
(269) 763-0393

Estimate

Date	Estimate #
7/1/2024	24-1748

Customer
City of Hastings 201 E State St Hastings, MI 49058

Project	
SCREENING PLANT	
Description	Total
Mobilization of screening plant	1,600.00
938 Loader with scales	1,500.00
2000 tons (\$9.06/ton)	18,120.00
1 yard = 1.13 ton or less	
Typically the best rate is approximately 2/3 processed and 1/3 spoils. The average is 50% processed and 50% spoils. High moisture and whole leaves will block off the screen. You will need to provide approximately 5 yards of 8" - 10" rock to keep the screen as clean as possible to get the best rate of processed soil. If you cannot provide the rock we can haul in a load at the cost of \$450.	
	Total



PRECISE EXCAVATING, INC.

6544 W. Butterfield Hwy
Bellevue, MI 49021
(269) 763-0393

Estimate

Date	Estimate #
7/1/2024	24-1748

Customer
City of Hastings 201 E State St Hastings, MI 49058

Project	
SCREENING PLANT	
Description	Total
<p>****Due to continuing increases in most of our material costs, our estimate is only good if accepted within and no later than 7 days from the original estimate. The prices quoted herein are subject to increase for any orders received and confirmed more than 7 days from the estimate date. Additionally, unless specifically otherwise agreed, the prices quoted herein will not be valid or binding upon Precise Excavating, Inc and will be subject to increase for any deliveries scheduled to occur or occurring more than 30 days after original estimate. We are experiencing supply chain shortages and increasing lead times beyond our control for critical materials which are significantly impacting our inventory of available products. We cannot and do not guaranty any delivery dates or the pricing that will be in effect on those delivery dates for any quoted supplies due to critical materials supply chain shortages and/or delays and/or cost escalation.</p>	
	Total \$21,220.00



Regular Council Agenda Item Memorandum

To: City Council

From: Travis J. Tate, P.E., Director of Public Services

Subject: WTP Chlorine Purchase

Meeting Date: July 22, 2024

Recommended Action:

Approve the purchase of chlorine for the water treatment plant from Alexander Chemical for \$12,500.

Background Information:

Alexander offers a price of \$225 per cylinder, however this is subject to change throughout the year. Each cylinder weighs 150 lbs. and the typical number of cylinders for the year range from 48 to 52 each, for sum of \$10,800 to \$11,700. Haviland also provided a quote for \$277.50 per cylinder.

Financial Implications:

Chlorine is budgeted for \$15,000.

Attachments:

- *Alexander Proposal*



Remit To: Alexander Chemical Corporation 16932 Collections Center Drive Chicago, IL 60693

INVOICE

Date	Invoice #
6/14/2024	82557
Date Shipped	Order #
6/14/2024	42503

S Hastings, City Of
O 201 E State Street
L Hastings , MI 49058--195
D USA

S Hastings, City Of
H 135 W Mill St
I Water Treatment Plant
P Hastings , MI 49058-1429
O USA

T
O

Customer#	Customer PO #	FOB Remark	Freight Terms	CSR	
100286	70369	Destination	Prepaid	Summer Nehl	
Ship to Number	Terms	Due Date	Ship Via	Sales ID	
10	N30	07/14/2024	Circle-Multi	Jennifer Stewart	
Units	Package	Product Name	Total Quantity	Unit Price	Amount
8.00	150 lb Carboy	Hydrofluorosilicic Acid 65300-10203000 Lot: L20240529.2053	8.0000/E	85.9900 /E	687.92

Fuel Surcharge

42.86

Line Item Remarks: Packaging: 10203000, Deposit: 8 container(s) at 0.00 USD per container = 0.00 USD

6.00	150 lb Cylinder	Chlorine 51300-10538000 Lot: G20240603.2104	6.0000/E	225.0000 /E	1,350.00
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Barcode / ASSET

245702604 / P3527 245706353 / CX67555PS 245706531 / 8374 245706565 / p8209 245707690 / p9337 245707877 / 2282

Fuel Surcharge

32.14

Line Item Remarks: Packaging: 10538000, Deposit: 6 container(s) at 0.00 USD per container = 0.00 USD
 Serial Containers: 245702604, 245706353, 245706531, 245706565, 245707690, 245707877

Superfund

2.43

Total: 2,115.35



Regular Council Agenda Item Memorandum

To: The Honorable Mayor, City Council Members, and Sarah Moyer-Cale

From: Rob Neil Superintendent of Streets

Subject: Stop/Yield Sign Replacement

Meeting Date: July 22, 2024

Recommended Action:

Approve the purchase of traffic control signs from Dornbos Signs in the amount of \$8,445.55.

Background Information:

Three companies in total were contacted (Dornbos, Road Traffic Signs, and Traffic Sign.com) for quotes. The City of Hastings has previously purchased from Dornbos Sign out of Charlotte MI. There are approximately 183 regulatory signs to be replaced at this time that do not meet the Manual on Uniform Traffic Control Devices. It is important to meet these standards for compliance with federal funding requirements.

Financial Implications:

The replacement of the Stop & Yield signs has been budgeted for in the 24/25 fiscal year and was approved in the Capital Improvement Plan. This expenditure will come from a combination of Major and Local Street Repair and Maintenance funds.



City of Hastings

72800

201 East State Street • Hastings, Michigan 49058

269.945.2468 • FAX 269.948.9544

FEIN 38-6004562

PURCHASE ORDER

7-10-2024
DATE

Vendor Name Dornbos Signs

Department DPS

Ship To Address

Vendor Number _____

Item Description	Account Number	Price	Project Number	Received Y or N
78-30" Stop Signs	203-463-751-000	2,928.90		
73-36" Stop Signs	202-463-751-000	3,945.65		
32-Yield Signs	203-463-751-000	968.00		
800-Rivets	202-463-751-000	528.00		
500-WASHERS nylon	203-463-751-000	75.00		
TOTAL		8,445.55		

Special Instructions

multiple street stop/yeild signs for replacement of non-reflective OR non-legible signs

Requested by R N

Department Head Approval _____

City Manager Approval _____
(IF OVER \$300)

DATE

City Council Approval _____
(IF OVER \$ 5000)

MEETING DATE

Dornbos Sign, Inc.

619 W. Harris

Charlotte MI 48813
United States

Phone 517-543-4000

Fax 517-543-4044

Quotation

Quotation Number: SO163888
Quotation Date: 7/3/2024
Terms: NET 30

<p>BILL TO</p> <p>HASTINGS DPW EMAIL INVOICES: bhartman@hastingsmi.org</p> <p>Attn: ROB NEIL</p>	<p>SHIP TO</p> <p>HASTINGS DPW 301 E COURT</p> <p>HASTINGS MI 49058 USA Attn: ROB NEIL Ship Via: CALL WHEN DONE</p>
---	--

YOUR ORDER NO.	DESCRIPTION HASTINGS DPW
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Item ID/Description	Order Qty	UM	Price	Amount
S-R1-1 30X30 HIP STOP 30X30 W/R HIP *DSS 2024*	78	EA	\$37.55	\$2,928.90
S-R1-1 36X36 HIP STOP 36X36 W/R HIP *DSS 2024*	73	EA	\$54.05	\$3,945.65
S-R1-2 36X36 HIP YIELD 36X36 R/W HIP	32	EA	\$30.25	\$968.00
MI-HW DRIVE RIV DRIVE RIVETS 3/8 *NO WASHER*	800	EA	\$0.66	\$528.00
MI-HW WASHER NYLON WASHERS 3/8" IN 7/8" OD	500	EA	\$0.15	\$75.00

Notes:

*Pricing Based on Quantities Provided
If Quantities Change Pricing Subject to Change*

Subtotal:	\$8,445.55
Sales Tax:	\$0.00
Total:	<u>\$8,445.55</u>

★★★★★ 4.8 stars from 21,907 reviews.



RoadTrafficSigns

Search



- Home
- Custom Traffic Signs
- Regulatory
- Warning
- Street
- STOP
- Speed Limit
- Slow Down
- Crossing
- Construction
- Bike
- Truck

Subtotal (3 items) : \$10,907.85

Checkout

Email Cart

Alternative Checkout Options

Shopping Cart



36" x 36", Yield, High Intensity Reflective Aluminum Sign

\$55.75 / Sign

32 Signs \$1,784.00

Package: 1 Sign Size: 36" x 36" (H x W) Part #: X-R1-2-HI-YIELD-36-M1

32 Signs Update Delete

EXPECTED SHIP DATE: JULY 10



36" x 36", Official MUTCD Stop Sign, High Intensity Reflective Aluminum Sign

\$73.75 / Sign

73 Signs \$5,383.75

Package: 1 Sign Size: 36" x 36" (H x W) Part #: X-R1-1-HI-STOP-36-M1

73 Signs Update Delete

EXPECTED SHIP DATE: JULY 12



30" x 30", Official MUTCD Stop Sign, High Intensity Reflective Aluminum Sign

\$47.95 / Sign

78 Signs \$3,740.10

Package: 1 Sign Size: 30" x 30" (H x W) Part #: X-R1-1-HI-STOP-30-M1

78 Signs Update Delete

EXPECTED SHIP DATE: JULY 10

Total (3 items): \$10,907.85

Continue Shopping

Estimate Shipping Cost





Phone: 800-274-6273 toll-free • 973-339-3114
Fax: 800-279-6897 toll-free • 973-340-7809

Address: 64 Outwater Lane, Garfield, NJ 07026
Email: sales@traffic sign.com

TrafficSign.com / Cart

Subtotal: \$12,128.45

Subtotal does not include shipping or sales tax.

Ships Monday

Order within 71 minutes ⓘ

Check Out

Sign in or create an account to save this cart or load a saved cart.

^ Item Description	Quantity	Price
--------------------	----------	-------



Drive Rivets

Item #: Y3527

[Edit Item](#) | [Remove](#)

^ Full Product Details

Size: 3/8" Body with 1" Diameter Head

Material: Aluminum

Packaging: Sold in Packages of 2 - Includes 2 drive rivets, 2 nylon washers

Pkgs	400	Per Pkg: \$3.30 Price: \$1,320.00
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Yield Sign

Item #: X4540-D7H

[Edit Item](#) | [Remove](#)

^ Full Product Details

Size: 30" Triangle

Material: .080" Engineering Grade Reflective Aluminum

Laminate: None

Mounting: Two 3/8" holes (one at top, one at bottom)

Packaging: Sold Individually



Qty Each: \$44.55
Price: \$1,425.60



MUTCD Stop Sign

Item #: Y1249-E5H

[Edit Item](#) | [Remove](#)

[Full Product Details](#)

Size: 36" Octagon

Material: .080" Engineering Grade Reflective Aluminum

Laminate: None

Mounting: Two 3/8" holes (one at top, one at bottom)

Packaging: Sold Individually. Ships in its own package.

Qty Each: \$80.45
Price: \$5,872.85



MUTCD Stop Sign

Item #: Y1249-E4H

[Edit Item](#) | [Remove](#)

[Full Product Details](#)

Size: 30" Octagon

Material: .080" Engineering Grade Reflective Aluminum

Laminate: None

Mounting: Two 3/8" holes (one at top, one at bottom)

Packaging: Sold Individually

Qty Each: \$45.00
Price: \$3,510.00

Sign in or create an account to save this cart or load a saved cart.

[Remove All Items](#)

To buy with a purchase order, open a Brimar Net30 account.

Subtotal: \$12,128.45

Subtotal does not include shipping or sales tax.

Subtotal: \$12,128.45

Subtotal does not include shipping or sales tax.

Ships Monday

Order within 71 minutes ⓘ

 **Check Out**

 **PayPal Checkout**

We Accept:



TrafficSign.com is a division of Brimar Industries, LLC. More Brimar products available from SafetySign.com, Crowd Control Warehouse, ParkingSign.com, PipeMarker.com, and WaferSeals.com.
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Regular Council Agenda Item Memorandum

To: City Council

From: Travis J. Tate, P.E., Director of Public Services

Subject: WWTP Alum Tank Cleaning

Meeting Date: July 22, 2024

Recommended Action:

Approve the proposal to clean the aluminum sulfate tank at the Wastewater Treatment Plant by Taplin Group for \$7,255.

Background Information:

The alum tank needs to be cleaned periodically, as it accumulates unusable material and concentrates the levels of contaminants (ex. mercury). There are currently 400 gallons of sludge /low-quality alum at the bottom of the 7,500 gallon tank. The WWTP solicited three proposals to clean the tank. The other higher prices came from CleanHarbors at \$14,245.92 and Young's Environmental Cleanup Inc. at \$24,327.00.

Financial Implications:

This operation was budgeted for this fiscal year in the water and sewer fund.

Attachments:

- *Taplin Group Proposal*
- *CleanHarbors Proposal*
- *Young's Environmental Cleanup Inc. Proposal*



5140 West Michigan Avenue Kalamazoo, MI 49006

5/24/2024

Ford Hamman
Project Manager
Infrastructure Alternatives, Inc.
825 West Apple Street
Hastings, MI 49058
fhamman@iaiwater.com

Regarding: Aluminum Sulfate Tank Cleaning
Taplin Tracking # 2024-0164

Dear Mr. Hamman,

Pursuant to your request, Taplin Group, LLC (Taplin) appreciates the opportunity to submit this proposal for your consideration.

SCOPE OF WORK

Taplin will furnish necessary supervision, labor, and equipment to complete the removal of the aluminum sulfate from the tank at the Hastings Waste Treatment Facility.

It is understood that the aluminum sulfate tank currently has approximately 400 gallons of aluminum sulfate sludge at the bottom. Taplin will vacuum and the material from the bottom of the tank. Taplin will then use a hydroblaster with a 3d gamma jet system to clean the inside of the tank. Once the hydroblaster is finished, Taplin will also vacuum the wash water. The hazardous waste will be taken to Republic Services for disposal.

Taplin has referenced Republic Services as the disposal facility. This should not be considered an endorsement by Taplin nor does Taplin accept the RCRA responsibilities of the generator. Final site selection will remain the sole responsibility of the generator. Additional facilities and pricing are available upon request.

In the event the level of effort exceeds the estimated time the additional time will be charged at the rates listed in the project pricing section of the proposal.

HEALTH AND SAFETY

The Taplin team embraces a proactive safety risk management program known as ELKS (Elimination of Loss through Knowledge and Stewardship). Every Taplin Employee on our project will be trained and certified in the ELKS System. A full description of our program is available upon request.

PLEASE INQUIRE ABOUT OUR OTHER SERVICE



5140 West Michigan Avenue Kalamazoo, MI 49006

- Automated Tube Bundle Cleaning
- Non-Entry Tank, Reactor & Vessel Cleaning
- Hydroblasting Pressures to 40K PSI
- Hydro-Excavation Service
- Utility Locating Services
- Large Diameter Pipe Cleaning
- Emergency Spill Response Services
- Pipe Inspection Services
- Hazardous Waste Hauling
- Industrial Vacuuming (wet/dry)

PROJECT PRICING

Item	Description	Qty	Unit	Rate	Extension
1	Pre-Project Preparation & Loading	1	LS	\$ 225.00	\$ 225.00
2	Mobilization/Demobilization	1	LS	\$ 755.82	\$ 755.82
3	Onsite Operations	6	HR	\$ 561.84	\$ 3,371.01
4	Transportation to Republic Services	1	LD	\$ 1,313.24	\$ 1,313.24
5	Disposal at Republic Services	3	TN	\$ 405.00	\$ 1,215.00
6	Tank Washout at Republic Services	1	EA	\$ 200.00	\$ 200.00
7	Haz Waste Profile and Manifest Fee	1	EA	\$ 175.00	\$ 175.00
Estimated Total Cost					\$ 7,255.07

TERMS AND CONTINGENCIES

- Our proposal is subject to executing a mutually negotiated and agreed construction contract including, but not limited to, the following:
 - a. An agreed schedule for the Work;
 - b. All work orders to be signed by client or clients representative daily;
 - c. All completed Services shall be inspected and accepted the day of completion;
 - d. A four-hour minimum applies;
 - e. A fuel surcharge will apply on all fuel-related equipment line items per the D.O.E On Highway National Index (<http://www.eia.gov/petroleum/gasdiesel/>) at the time of services. Rate will fluctuate and is updated on Mondays;
 - b. Owner to provide full and uninterrupted access to site;
 - f. Time and cost compensation for suspensions, delays, or extra costs caused by the Owner, their contractors, or parties under their control;
 - g. No consequential damages;
 - h. Taplin cannot accept the inclusion of "no damage for delay" clauses of any kind
 - i. A mutual indemnification provision;
 - j. Standard 30 days payment terms;
 - k. This proposal and its Assumptions, Clarifications, Standard Terms and Conditions are incorporated as an Exhibit into the signed contract, that cannot be superseded by other contract clauses;

- l. Straight time hours are based on the first eight hours of a prescheduled shift, Monday through Friday. Overtime hours commence after eight hours of a prescheduled shift and Saturdays. Double time hours apply to Sundays and holidays;
 - m. Transportation cost inclusive of one hour for loading at the generators facility or as otherwise stipulated and one hour for unloading time at disposal facility. Additional time at the disposal facility will be charged a demurrage rate of \$_____ per hour;
 - n. Customer to provide all required shipping documentation;
 - o. Any delays caused by others or work outside the above scope to be documented and billed additionally at our current T&M rates;
- This quote is valid for sixty (60) days. If the project is not awarded within this time frame Taplin reserves the right to submit revised pricing.
 - For out-of-scope work, straight time hours are based on the first eight hours of a prescheduled shift, Monday through Friday. Overtime hours commence after eight hours of a prescheduled shift and include Saturdays. Double time hours apply to Sundays and holidays.
 - A signed contract or purchase order (PO) issued by Customer, incorporating the terms and conditions included in this proposal, must be in place prior to project scheduling.
 - Change Orders: all change orders or amendments to this Agreement become effective only upon acceptance by Contractor and Customer. No modifications shall be accepted in any other way.
 - This proposal is deemed proprietary information and its contents, including pricing may not be disclosed to any entity outside of the person addressed to without prior written permission by Taplin.

EXCLUSIONS

- Weekend Hours;
- Any items of work not specifically included or referenced in this proposal shall not be our responsibility;
- Default or delay in the completion of the work when caused by strike, riot, weather, war, terrorism, site access restrictions or other similar circumstances beyond our control, lost time will be invoiced at time and material rates, unless another equitable agreement has been agreed upon;

Thank you again for the opportunity to present this proposal. Please do not hesitate to contact me at (269) 569-3364 or our office at (269) 375-9595 ext.123 with any questions or clarification you might require.

Submitted by:
TAPLIN GROUP, LLC



Andrew Molter
Business Development Manager

Accepted By:	
Signature:	
Date	



Clean Harbors Environmental Services, Inc.
6400 Sterling Drive North
Sterling Heights, MI 48312
www.cleanharbors.com

February 12, 2024

Attn: Mr. Jarrod Laroche
City of Hastings
825 W. Apple St.
Hastings, MI 49058

Quote #4529480

Dear Mr. Laroche:

Thank you for considering Clean Harbors Environmental Services, Inc. for your environmental service needs. We provide a broad range of environmental services including hazardous and non-hazardous waste transportation and disposal, laboratory chemical packing, emergency response, field services and industrial maintenance. We are pleased to provide this proposal based on the scope of work outlined below.

We offer our clients a broad spectrum of environmental services and the ability to dispose of hazardous material at or through a Clean Harbors' owned and operated facility. In addition to managing your waste streams, a Clean Harbors' professional can assist you with:

- Waste Transportation & Disposal
- Laboratory Chemical Packing
- Field Services
- 24-Hour Environmental Emergency Response
- Industrial Services
- InSite Services

I look forward to servicing your environmental needs. When you are ready to place an order, please contact our Customer Service group at 800.444.4244. If you have any questions or need further assistance, you may reach me at the number below.

Sincerely,

Raymond C Cummins
Field Services Branch Manager
Phone: 586.977.8174
cummins.raymond@cleanharbors.com



QUOTE CONDITIONS

The proposal is based on the following assumptions and site conditions. Any work which falls outside of the assumptions will constitute work beyond the intended scope and be completed upon mutually satisfactory terms.

THIS IS ONLY AN ESTIMATE

Clean Harbors Environmental (CHES) will conduct Health and Safety meeting prior to the start of the project to go over any hazards of the job. The field crew will also participate in the customer's site-specific health and safety training.

This quotation does not include any analytical sampling or profile costs. Any disposal pricing provided is based on assumptions. Final pricing will be determined by a completed waste profile.

If there is disposal on the project and disposal pricing is not listed below, it will be provided after characterization of the waste and acceptance into a disposal facility.

Customer will be responsible for providing water, electric or plant air if needed. Customer will be responsible for all mechanical work including but not limited to removal of piping, line breaks, removal of man-way plates, etc.

The customer will be responsible for the LOTO of all vessels and process piping. All man-ways, piping, flanges, valve movement and insulation will be removed by the customer and access areas should be free of obstructions.

Quote is based off of Monday-Friday daylight hours. If weekend or holiday hours are requested additional fees will be invoiced.

All waste generated will remain on the customers site until an approved profile is in place.

Quoted disposal pricing is only an ESTIMATE based on similar waste streams. Final disposal pricing will be confirmed after an approved profile is obtained. ACTUAL disposal quantities (drums, totes, bulk gallons/tons/yards etc.) will be invoiced after completion of project.

Additional testing may be required at additional costs to process profile.

Additional disposal waste fees may apply to final invoice

Local, state and federal fees/taxes applying to the generating location/receiving facilities are not included in disposal pricing and may be added to each invoice as applicable.

Quote covers general wash out fees for the boxes and vacuum trucks. Additional cost may be associated with cleaning out equipment. Customer will be provided change order as needed.



February 12, 2024
Clean Harbors Quote #4529480

Page 3 of 8

QUOTE CONDITIONS

Quoted labor and disposal is based on NON-HAZARDOUS material. If analytical produces hazardous results a new quote will be provided.



QUOTE SUMMARY

Description	Estimated Amount
TASK 1: ALUMINUM SULFATE TANK	\$8,500.00
TASK 2: ESTIMATED BULK CNOS DISPOSAL	\$2,300.00
TASK 3: WASTE TRANSPORTATION	\$1,376.00
Subtotal	\$12,176.00
Estimated Recovery Fee	\$2,069.92
ESTIMATED QUOTE TOTAL *	\$14,245.92

* Quote total is an estimate. Final billing will be based upon actual quantities of resources used and/or volumes of waste produced in performance of the quoted services.



TASK 1: ALUMINUM SULFATE TANK

TASK 1: TOTAL LABOR, EQUIPMENT, AND MATERIAL	\$8,500.00
Estimated Recovery Fee	\$1,445.00
Estimated total, including Fees	\$9,945.00

TASK 2: ESTIMATED BULK CNOS DISPOSAL

DISPOSAL

Profile / Waste Code	Waste Description	Price/UOM
CNOS	NON HAZARDOUS SEMI-SOLIDS	\$0.95 / gallon*

*The following minimum price(s) will apply:

Profile/Waste Code	UOM	Minimum Price
CNOS	container	\$400.00

TRANSPORTATION

Transportation Hub	Vehicle Type	Unit Rate	Unit of Measure
Valicor Env. Services, LLC	Straight Wet Vac Truck	N/A	N/A

Transportation is covered by Labor, Equipment, and Material on another Task.

ACCESSORIALS

Tank Wash \$400.00 Each

WASTE CLASSIFICATIONS SPECIFICATIONS

Waste Code	Description
CNOS	<p>Non Hazardous Semi-Solids</p> <p>Must be able to be landfilled No herbicides, pesticides, or cyanides Source of PCB < 50 ppm Flash point over 140°F PRIMARY DISPOSAL METHOD: NON HAZARDOUS LANDFILL ***** Non-hazardous</p>



WASTE CLASSIFICATIONS SPECIFICATIONS

Waste Code	Description
CNOS	<p>Non Hazardous Semi-Solids</p> <p>Must be biodegradable No PCB pH – 2.1 to 12.4 PRIMARY DISPOSAL METHOD: NON HAZARDOUS LANDFARM</p>

TASK 3: WASTE TRANSPORTATION

TASK 3: TOTAL LABOR, EQUIPMENT, AND MATERIAL	\$1,376.00
Estimated Recovery Fee	\$233.92
Estimated total, including Fees	\$1,609.92

GENERAL CONDITIONS

- Except where superseded by an existing services agreement the following terms and conditions apply to this quoted business.
- The customer hereby acknowledges that the estimated cost is based upon a preliminary appraisal by a Clean Harbors Representative, and that the amount invoiced by Clean Harbors will be based upon labor and materials actually expended in performing the scope of work. Any changes in the scope will be billed on a time and materials basis.
- Clean Harbors guarantees to hold these prices firm for 30 days.
- Terms: Net 30 Days
- For work to begin we ask that you acknowledge the quotation with a signature and provide the appropriate purchase order number. Where modifications to the scope of services become necessary, Clean Harbors will notify the customer promptly and obtain customer authorization for such modifications and a revised contract price will be established in order to finish the project.
- This proposal is contingent on the customer providing full and complete access to the site. Customer represents and warrants to Clean Harbors that the customer has the legal right, title and interest necessary to provide access to the site. In addition, customer warrants that it has supplied Clean Harbors complete and accurate information regarding the site, subsurface conditions, utility locations, site ownership, hazardous materials or wastes and other substances or hazards likely to be present and any other reports, documentation or information concerning the scope of work.



GENERAL CONDITIONS

- Interest will be charged at 1.5% per month or the maximum allowed by law for all past due amounts.
- Disposal will be managed within the Clean Harbors Network of Approved Facilities.
- Local, state and federal fees/taxes applying to the generating location/receiving facilities are not included in disposal pricing and will be added to each invoice as applicable.
- Materials subject to additional charges if they do not conform to the listed specifications.
- A Profile Approval Fee of \$125 and Profile Recertification fee of \$35 for recertification will be charged upon profile approval or recertification.
- Clean Harbors supports many invoice delivery options (E-mail, Electronic Invoicing, EDI, Etc.). Pricing is based on Clean Harbors' standard invoice delivery method of E-mail. If another delivery method is required there could be an additional service fee per invoice. Any alternate delivery methods must be reviewed and approved by Clean Harbors prior to acceptance and implementation.
- A variable Recovery Fee (that fluctuates with the DOE national average diesel price), currently at 17.0%, will be applied to the total invoice. For more information regarding our recovery fee calculation please go to: www.cleanharbors.com/contact-us/customer-resources.
- Pickups that require same day or next day service may be subject to additional charges.
- Pickups cancelled within 72 hours of scheduling will be subject to cancellation charges.
- Transportation charges to the final disposal facility will be charged in addition to local transportation to our truck to truck hub/local facility and will vary with logistics and routing.
- Time over eight (8) hours in the normal workday and all day Saturday is considered overtime and will be billed at 1.5 times the applicable straight time rate for all billable personnel unless otherwise quoted. Sunday and Holidays are considered premium time and will be billed at 2.0 times the applicable straight time rate for all billable personnel unless otherwise quoted.
- This proposal is submitted contingent upon the right to negotiate mutually acceptable contract terms and conditions, which are reflective of the work contemplated, and an equitable distribution of the risks involved therein. In the event that such agreement cannot be reached, Clean Harbors reserves the right to decline to enter into such an agreement without prejudice or penalty.
- In the event that legal or other action is required to collect unpaid invoice balances, Customer agrees to pay all costs of collection, including reasonable attorneys' fees, and agrees to the jurisdiction of the Commonwealth of Massachusetts.
- E-Manifests: EPA Requires electronic filing and reporting of manifest. To cover the cost of the E-Manifest and administrative cost of entering manifest into the system and managing the data, Clean Harbors will charge \$27 per manifest on every invoice.
- Unless specifically noted, these rates are not valid where Prevailing Wages and / or certified payroll apply. Any Prevailing Wage rates will be quoted on a case-by-case basis.
- Customer will be responsible for providing water on site. If not provided, additional charges will apply.



February 12, 2024
Clean Harbors Quote #4529480

Page 8 of 8

ACKNOWLEDGEMENT

Your signature below indicates your acceptance of the pricing and terms detailed in the quote above.

Thank you for the opportunity to be of service.

Signature

PO#

Date

Print Name

Quote # 4529480



YOUNG'S ENVIRONMENTAL CLEANUP INC.

WWW.YOUNGSENVIRONMENTAL.COM

Corporate Headquarters
G-5305 N Dort Hwy
Flint, MI 48505
P: (810) 789-7155
F: (810) 789-3606

West Michigan Operations
3376 Three Mile Rd. NW
Grand Rapids, MI 49534
P: (616) 785-3374
F: (616) 785-3401

PROPOSAL

Proposal No: 00004076
Date: 03-22-2024
Expiration Date: 04-26-2024

Aluminum Sulfate Tank Cleaning, Trans and Disposal

Infrastructure Alternatives, INC.

Attn: Ford Hamman
825 West Apple Street
Hastings, MI 49058
United States
Contact Email: fhamman@iaiwater.com
Contact Phone: 269-945-3083

Young's Environmental Cleanup, Inc. (Young's) is pleased to provide the following proposal for services. Young's operates state-of-the-art equipment and has safely and efficiently completed many similar projects throughout Michigan and the Great Lakes region.

Scope of Work

Upon receipt of a signed proposal/agreement or Purchase Order (PO), Young's will provide labor and equipment to perform the following scope of work:

Aluminum Sulfate Tank Cleaning, Trans and Disposal

Establish an approved disposal facility

- Mobilize to the site
- Conduct the site safety briefing
- Vacuum out the contents of the tank
- Pressure wash as need from the exterior of the tank
- Perform a CSE to clean the tank for inspection
- Post cleaning housekeeping

Depending on the disposal facility approval and the required container for trans and disposal:

- Either;
- Manifest the waste
- Directed ship the waste in the vac truck
- or
- Off load the vac truck into drums
- Label the waste and stage for transport
- Manifest the waste, load onto a van trailer and transport to disposal

Cost of Services

Services as stated will be invoiced in accordance with the following fee schedule:

Products & Services	Price
Site Supervisor	\$92.00 / Hour
Site Supervisor (OT)	\$135.00 / Hour
Technician	\$66.00 / Hour
Technician (OT)	\$97.50 / Hour



**YOUNG'S
ENVIRONMENTAL
CLEANUP INC.**

WWW.YOUNGSENVIRONMENTAL.COM

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PROPOSAL

Proposal No: 00004076

Date: 03-22-2024

Expiration Date: 04-26-2024

**Aluminum Sulfate Tank Cleaning,
Trans and Disposal**

Equipment Operator	\$75.00 / Hour
Equipment Operator (OT)	\$112.50 / Hour
3,200 Gallon Straight Turbo Vac Tanker	\$110.00 / Hour
Confined Space Entry Equipment	\$250.00 / Day
Quad-Gas Meter	\$200.00 / Day
Light Truck	\$30.00 / Hour
Stake Truck w/ Lift Gate	\$40.00 / Hour
Fuel Surcharge (Portal To Portal)	\$15.00 / Hour
Drum 55 Gal Poly	\$120.00 / Each
Drum Disposal Corrosive Liquid <i>Pending Disposal Facility Approval</i>	\$750.00 / Drum <i>Pending</i>
Hot Pressure Washer	\$300.00 / Day
Analytical	\$850.00 / EST
Waste Profile Fee	\$150.00 / Each
Transportation to Disposal (via Vac Tanker) <i>Pending Disposal Facility Approval</i>	\$2,950.00 / Each
Transportation to Disposal (via Van Trailer) <i>Pending Disposal Facility Approval</i>	\$2,500.00 / Each
Disposal (Gal) <i>Pending Disposal Facility Approval</i>	\$6.50 / Gallon <i>Pending</i>
Tanker Washout	\$3,500.00 / Each



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Infrastructure Alternatives, INC.
Attn: Ford Hamman
825 West Apple Street
Hastings, MI 49058
United States
Contact Email: fhamman@iaiwater.com
Contact Phone: 269-945-3083

Total Estimated Price Drum Disposal:	\$44,854.00
Total Estimated Price Vac Tanker Disposal:	\$24,327.00

Significant Assumptions

- Proposal is valid for one event in 2024
- All work will be performed under the direction of IAI personnel
- Demurrage will be charged after one hour of loading and one hour of unloading at a rate of \$120.00 per hour
- Project has clear and easy access for Young's personnel and equipment
- Young's will have uninterrupted access to work area for the duration of the project
- Work will be conducted Monday through during normal business hours (7AM-5:30PM)
- If work is conducted after 5:30PM Friday through 5:30PM Saturday, it will be billed at 1.5X labor rate
- If work is conducted after 5:30PM Saturday through 7AM Monday, it will be billed at 2X labor rate
- Proposal not to include add-ons

Acceptance

With your signature, you are entering into a contract with Young's Environmental Cleanup, Inc. that is subject to Young's Standard Terms and Conditions, which are mentioned below. Please sign below and return the signed proposal to our office indicating your acceptance. If you have any questions or need additional information, please do not hesitate to contact me at (616) 785-3374 or email at njasmin@yeci.us. Thank you for considering Young's for this project. We look forward to working with you.

The scope of work authorized by this proposal is subject to Young's Standard Terms and Conditions effective on the date of this proposal, which are incorporated here by reference and made an integral part hereof and can be found online at bit.ly/YECterms15 or you may request a copy by calling us at (800) 496-8647.

Executed on behalf of Young's by:

Accepted and agreed to by:

Nick Jasmin

Signature

Date

Purchase Order # (if applicable)

Print Name



Regular Council Agenda Item Memorandum

To: City Council

From: Travis J. Tate, P.E., Director of Public Services

Subject: Old Superintendent Trucks 20 & 30 Sale

Meeting Date: July 22, 2024

Recommended Action:

Approve the sale of trucks 20 and 30 for sale at a minimum bid of \$51,000 each.

Background Information:

Old Truck 20 & 30 are:

2023 GMC Sierra 2500HD, Crew Cab 4x4, SLE Pickup, Diesel / Allison Trans

The typical sales procedure is that the Clerk signs over the title to Rangerbid, then the items are placed on their website for bidding. If the bids are lower than the minimum, we will start over with the process.

Financial Implications:

Minimum bid will be \$51,000. The original approved purchase amount was \$50,869.20. All money claimed from the bid will be placed in the Equipment Fund.

Hastings City Police



201 E. State St.
Hastings, MI 49058
(269) 948-4800 Dispatch
(269) 945-5744 Office
(269) 945-4358 Fax



Dale Boulter
Chief of Police

Julissa Kelly
Deputy Chief

Hastings Police Department Council report for month of June 2024

STAFFING

Staffing remains unchanged since last months report. We are currently accepting applications for certified police officers. Along with Officer positions, we are seeking applicants for a Crossing Guard position for the new school year.

I will be meeting with Hastings Schools Administration regarding the School Resource Officer position. I anticipate the much of the same services as provided last school year.

STATS

The past month officers responded to **563** calls for service, with a total of 21 arrests, 12 traffic accidents 4 non-traffic accidents. Officers issued a total of 44 citations, 20 being moving violations, 24 being Non-moving violations. Officers conducted a total of 165 traffic stops for the month of June.

RESERVE OFFICERS

The Reserve Department contributed 105.5 hours for the month of June.

The Reserve Department interviewed a subject to fill the spot left open from the resignation of Kurt Worm.

TRAINING

All HPD personnel completed the requirements for firearms qualifications.

Four retired HPD Officers also completed their training in order to carry under LEOSA

All members of the department completed training requirements for the Criminal Justice Information System required State/Fed

TRAFFIC ENFORCEMENT

Areas of concern throughout the city regarding traffic violations have been and are currently being addressed. The officers have been assigned directed patrol areas of concern and specific areas of known violations. Education is being provided to drivers in these areas by either a verbal reminder or with a printed citation.

I will continue to direct officers to areas of the city where issues arise. Traffic stops will be conducted when violations occur and are observed.

UPCOMING EVENTS

Summerfest activities to include the parade along with runs and walks.

There has been a route change to the run/walk this year. For many years the run/walk has been held on the south west side of the city in the residential district. The facilitators of the walk/run have approached us and requested the route be changed. The new route will now be utilizing some of the Riverwalk along with Starr School Rd. and part of Railroad Street. The new route will be less intrusive to citizens and traffic and shifting focus to downtown. I met with the race administrator and worked out the final details of the event. The route requires less manpower from the police department and frees up the normal flow of traffic in the city.

COMPLETED PROJECTS

Reminder, the intersection of S. Jefferson and Center St. is now a 4-way stop. Drivers have adapted well to the addition of the new stop sign. I met with DPS and was informed of a parking sign partially blocking the visibility of one of the new signs. DPS has removed the sign and placed near the same location but not to obstruct the stop sign.

RADAR TRAILER

The long sitting and most requested member of our police department has decided to call it quits. Yes, the radar trailer with over 20 years of service has quit working. I anticipated getting this last year of use out of it as I have it on the CIP for next year. The radar trailer is a tool we have used over and over not only for the benefit of the police department, but for every citizen living and visiting our awesome city. I will be exploring some options for possible repairs, but honestly repair cost could exceed total value of the unit.

Code Compliance report

Report attached

Respectfully submitted,

Dale Boulter

Chief of Police

HASTINGS CITY COUNCIL
Monthly: Report
Month of June
2024

From Hastings Police Department

Chief Dale Boulter

Total Complaints: 563

Total Arrest: 21

Adults: 21

Juveniles: 0

Arrests Warrants For Other Departments: 13 Obstructingjustice-13.

Traffic Accidents: 12

Property Damage: 11 Personal Injuries: 1 Fatal: 0 Non-Traffic: 4.

Tickets Issued: 44

Moving Violations Issued: 20

Non- Moving Violations Issued: 24

POLICE VEHICLES:

TOTAL GALLONS OF FUEL: **659**

<u>VEHICLE</u>	<u>MILAGE</u>	<u>VEHICLE</u>	<u>MILAGE</u>
<u>41/2020 Ford</u>	<u>13,861</u>	<u>45/2022 Ford</u>	<u>3,000</u>
<u>42/2021 Ford</u>	<u>48,654</u>	<u>46/2015 Ford</u>	<u>57,370</u>
<u>43/2020 Ford</u>	<u>6,689</u>	<u>47/2020 Ford</u>	<u>15,079</u>
<u>44/ 2018 Ford</u>	<u>43,682</u>	<u>48/2017 Ford</u>	<u>23,025</u>

ADDITIONAL INFORMATION:

The Hastings Police Reserve Officers worked a total of **105.5** hours for the month.

City of Hastings
Code Compliance Officer
June 2024 Activity Report



QUANTITY	COMPLAINT
7	Animal related (90-835)
32	Grass and weeds more than 8" tall (38-105)
10	Compostable yard debris and refuse in right-of-way, snow piles (74-39, 74-71, 74-72)
0	Garbage Code Violations (66-88/89/90/93/94)
11	Vehicles parked on unapproved surfaces – residential zones (90-929)
4	Unlicensed/Inoperable vehicles, parts, or tire storage (38-76, 77, 78)
16	Refuse and debris in unscreened area of yard (90-881, 90-882)
0	Rental Unit complaints
59	Signage issues/ Signs in Right-Of-Way
0	Sign Permits Issued
1	Fencing Issues
2	Fence Permits Issued
5	Structure & Building Maintenance Issues
1	Recreational Vehicle Issues
0	Abandoned refrigerator w/door attached (54-61)
3	Sidewalk parking/right-of-way obstructions (74-71)
15	Miscellaneous Issues & Complaints
166	Total Violations/Complaints Handled
12	Letters sent
1	Citations issued
107	Follow Ups
NOTES:	Miscellaneous Issues/ Complaints details

QUANTITY COMPLAINT

- Grass and weeds not mowed where again a frequent issue. City mowed 5 properties at the owners' expense, which includes a fee and the actual cost of the mowing.
- Signs continue be a large ordinance violation issue. Mostly signs on the right-of-way requiring removal, although there were some occurrences of size of the signs and numbers violations.

BY: Frank Jesensek

DATE: 7/3/24

CITY OF HASTINGS

12.B

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 12 MONTHS ENDING JUNE 30, 2024

	THIS YEAR FISCAL YTD 30-JUN-24	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-JUN-23	REVISED BUDGET 2022-2023	FISCAL YTD % OF BUDGET
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FUND 101 - GENERAL FUND

REVENUE

TAXES	3,465,461.29	3,463,000	100.00%	3,325,765.92	3,345,008	99.00%
SPECIAL ASSESSMENTS	27,658.86	43,650	63.00%	.00	0	0.00%
LICENSES & PERMITS	28,724.30	21,175	136.00%	24,739.67	24,375	101.00%
FEDERAL REVENUES	535,133.00	531,983	101.00%	21,000.00	21,000	100.00%
STATE SHARED REVENUES	1,245,564.49	1,101,176	113.00%	1,099,114.84	1,103,322	100.00%
INTERGOVERNMENTAL REVENUES	407,362.97	868,416	47.00%	558,524.00	606,320	92.00%
CHARGES FOR SERVICES	26,890.70	560,950	5.00%	587,550.36	580,900	101.00%
FINES & FORFEITURES	12,810.51	7,000	183.00%	10,507.55	11,250	93.00%
INTEREST AND RENTALS	419,071.96	209,000	201.00%	331,242.50	204,000	162.00%
OTHER REVENUE	348,457.34	30,500	1142.00%	293,881.61	307,830	95.00%
INCOMING TRANSFERS	.00	0	0.00%	.00	0	0.00%
TOTAL REVENUE & INCOMING TRANSFERS	6,517,135.42	6,836,850	95.00%	6,252,326.45	6,204,005	101.00%

EXPENDITURES

CITY COUNCIL	58,883.13	74,001	80.00%	63,089.56	66,104	95.00%
MAYOR	15,582.86	15,602	100.00%	12,952.80	13,847	94.00%
CITY MANAGER	197,784.55	183,080	108.00%	179,544.05	186,323	96.00%
FINANCE DEPARTMENT	360,155.08	356,745	101.00%	290,982.77	327,063	89.00%
CLERK	106,074.66	118,397	90.00%	112,411.41	126,355	89.00%
INFORMATION TECHNOLOGY	205,278.09	244,000	84.00%	208,446.08	233,000	89.00%
BOARD OF REVIEW	2,196.04	2,862	77.00%	2,124.76	2,392	89.00%
TREASURER	75,720.16	78,808	96.00%	71,107.74	75,496	94.00%
ASSESSOR	138,970.42	162,581	85.00%	140,597.38	142,169	99.00%
ELECTIONS	31,443.05	64,277	49.00%	36,346.90	38,970	93.00%
CITY HALL & GROUNDS	157,596.71	187,500	84.00%	135,995.09	165,945	82.00%
LEGAL AND AUDIT	51,419.00	70,000	73.00%	57,297.30	73,000	78.00%
OTHER GENERAL GOVERNMENT	283,471.12	753,387	38.00%	692,596.75	764,675	91.00%
POLICE	1,847,679.77	1,937,101	95.00%	1,643,028.07	1,776,807	92.00%
CODE COMPLIANCE	55,224.42	63,171	87.00%	48,691.55	51,690	94.00%
FIRE DEPARTMENT	1,149,888.66	1,140,922	101.00%	460,951.51	516,004	89.00%
INSPECTIONS	99,960.00	55,000	182.00%	42,813.00	48,000	89.00%
DEPT OF PUBLIC SERVICE ADMIN	157,376.00	182,683	86.00%	157,940.79	173,662	91.00%
PARKING LOTS - NON SAD	8,957.26	19,750	45.00%	10,614.14	59,500	18.00%
PARKING LOTS - SAD	36,695.94	234,000	16.00%	107,971.81	80,850	134.00%
STREET LIGHTING	97,460.80	102,500	95.00%	87,206.33	94,500	92.00%
COMMUNITY SERVICES	195,711.70	232,085	84.00%	128,005.96	124,022	103.00%
BROWNFIELD GRANT	.00	0	0.00%	.00	0	0.00%
PLANNING AND ZONING	7,188.63	18,285	39.00%	14,407.39	18,570	78.00%
JOINT PLANNING & ZONING	77.50	550	14.00%	1,879.43	2,600	72.00%
COMMUNITY & ECONOMIC DEVELOPMNT	130,198.43	141,500	92.00%	143,100.25	152,886	94.00%

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 12 MONTHS ENDING JUNE 30, 2024

THIS YEAR FISCAL YTD YTD ACTUAL	REVISED BUDGET BUDGET	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-JUN-23	REVISED BUDGET BUDGET	FISCAL YTD % OF BUDGET
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FUND 101 - GENERAL FUND

COMMUNITY DEVELOPMENT GRANTS	71,197.00	75,100	95.00%	70,593.09	70,594	100.00%
CABLE ACCESS	9,281.55	13,457	69.00%	10,750.55	13,757	78.00%
PARKS AND RECREATION	208,360.67	237,657	88.00%	202,187.20	214,164	94.00%
ARTS AND CULTURAL ACTIVITIES	87,307.07	90,400	97.00%	61,339.83	57,775	106.00%
OTHER FINANCING USES	356,449.00	316,449	113.00%	160,105.00	160,105	100.00%
TOTAL EXPENDITURES & OUTGOING TRANSFERS	<u>6,203,589.27</u>	<u>7,171,850</u>	<u>86.00%</u>	<u>5,355,078.49</u>	<u>5,830,825</u>	<u>92.00%</u>
NET REVENUE OVER EXPENDITURES	<u>313,546.15</u>	<u>(335,000)</u>		<u>897,247.96</u>	<u>373,180</u>	

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 12 MONTHS ENDING JUNE 30, 2024

	THIS YEAR FISCAL YTD 30-JUN-24	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-JUN-23	REVISED BUDGET 2022-2023	FISCAL YTD % OF BUDGET
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FUND 202 - MAJOR STREETS

REVENUES	809,064.30	809,014	100.00%	1,128,981.04	1,129,650	100.00%
INCOMING TRANSFERS	.00	0	0.00%	.00	0	0.00%
TOTAL REVENUE & INCOMING TRANSFERS	809,064.30	809,014	100.00%	1,128,981.04	1,129,650	100.00%
EXPENDITURES	482,140.48	1,097,335	44.00%	792,889.56	944,877	84.00%
OUTGOING TRANSFERS	150,000.00	150,000	100.00%	150,000.00	150,000	100.00%
TOTAL EXPENDITURES & OUTGOING TRANSFERS	632,140.48	1,247,335	51.00%	942,889.56	1,094,877	86.00%
NET REVENUE OVER EXPENDITURES	176,923.82	(438,321)		186,091.48	34,773	

FUND 203 - LOCAL STREETS

REVENUES	355,232.05	351,008	101.00%	345,104.40	340,075	101.00%
INCOMING TRANSFERS	300,000.00	300,000	100.00%	150,000.00	150,000	100.00%
TOTAL REVENUE & INCOMING TRANSFERS	655,232.05	651,008	101.00%	495,104.40	490,075	101.00%
EXPENDITURES	503,580.12	733,661	69.00%	610,096.00	730,651	84.00%
OUTGOING TRANSFERS						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	503,580.12	733,661	69.00%	610,096.00	730,651	84.00%
NET REVENUE OVER EXPENDITURES	151,651.93	(82,653)		(114,991.60)	(240,576)	

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 12 MONTHS ENDING JUNE 30, 2024

THIS YEAR FISCAL YTD 30-JUN-24	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-JUN-23	REVISED BUDGET 2022-2023	FISCAL YTD % OF BUDGET
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FUND 209 - CEMETERY FUND

REVENUES	253,609.19	244,780	104.00%	465,778.34	456,800	102.00%
INCOMING TRANSFERS						
TOTAL REVENUE & INCOMING TRANSFERS	253,609.19	244,780	104.00%	465,778.34	456,800	102.00%
EXPENDITURES	165,720.71	279,100	59.00%	362,939.25	400,499	91.00%
OUTGOING TRANSFERS						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	165,720.71	279,100	59.00%	362,939.25	400,499	91.00%
NET REVENUE OVER EXPENDITURES	87,888.48	(34,320)		102,839.09	56,301	

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 12 MONTHS ENDING JUNE 30, 2024

	THIS YEAR FISCAL YTD 30-JUN-24	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-JUN-23	REVISED BUDGET 2022-2023	FISCAL YTD % OF BUDGET
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FUND 248 - DOWNTOWN DEVELOPMENT AUTHORITY

REVENUES	3,556,364.33	3,463,990	103.00%	745,006.06	728,200	102.00%
INCOMING TRANSFERS						
TOTAL REVENUE & INCOMING TRANSFERS	3,556,364.33	3,463,990	103.00%	745,006.06	728,200	102.00%
EXPENDITURES	1,992,872.50	3,745,207	53.00%	521,997.35	610,357	86.00%
OUTGOING TRANSFERS						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	1,992,872.50	3,745,207	53.00%	521,997.35	610,357	86.00%
NET REVENUE OVER EXPENDITURES	1,563,491.83	(281,217)		223,008.71	117,843	

FUND 250 - LCL DVLPMNT FINANCE AUTHORITY

REVENUES	70,952.51	68,500	104.00%	81,226.54	70,700	115.00%
INCOMING TRANSFERS						
TOTAL REVENUE & INCOMING TRANSFERS	70,952.51	68,500	104.00%	81,226.54	70,700	115.00%
EXPENDITURES	139,632.52	187,800	74.00%	6,384.04	10,550	61.00%
OUTGOING TRANSFERS						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	139,632.52	187,800	74.00%	6,384.04	10,550	61.00%
NET REVENUE OVER EXPENDITURES	(68,680.01)	(119,300)		74,842.50	60,150	

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 12 MONTHS ENDING JUNE 30, 2024

	THIS YEAR FISCAL YTD 30-JUN-24	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-JUN-23	REVISED BUDGET 2022-2023	FISCAL YTD % OF BUDGET
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FUND 265 - DRUG ENFORCEMENT

REVENUES	951.00	800	119.00%	.00	3,500	0.00%
INCOMING TRANSFERS						
TOTAL REVENUE & INCOMING TRANSFERS	951.00	800	119.00%	.00	3,500	0.00%
EXPENDITURES	4,955.00	5,600	88.00%	5,729.50	6,100	94.00%
OUTGOING TRANSFERS						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	4,955.00	5,600	88.00%	5,729.50	6,100	94.00%
NET REVENUE OVER EXPENDITURES	(4,004.00)	(4,800)		(5,729.50)	(2,600)	

FUND 266 - POLICE TRAINING

REVENUES	1,708.48	1,550	110.00%	4,368.21	2,901	151.00%
INCOMING TRANSFERS						
TOTAL REVENUE & INCOMING TRANSFERS	1,708.48	1,550	110.00%	4,368.21	2,901	151.00%
EXPENDITURES	1,857.48	4,600	40.00%	3,098.02	4,600	67.00%
OUTGOING TRANSFERS						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	1,857.48	4,600	40.00%	3,098.02	4,600	67.00%
NET REVENUE OVER EXPENDITURES	(149.00)	(3,050)		1,270.19	(1,699)	

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 12 MONTHS ENDING JUNE 30, 2024

THIS YEAR FISCAL YTD 30-JUN-24	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-JUN-23	REVISED BUDGET 2022-2023	FISCAL YTD % OF BUDGET
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FUND 271 - LIBRARY FUND

OPERATIONS

OPERATING REVENUES	1,530,210.95	1,373,449	111.00%	708,104.94	690,000	103.00%
OPERATING INCOMING TRANSFERS						
TOTAL OPERATING REV & IN TRNSFRS	1,530,210.95	1,373,449	111.00%	708,104.94	690,000	103.00%
OPERATING EXPENDITURES	1,598,290.11	1,708,154	94.00%	648,963.54	677,347	96.00%
OPERATING OUTGOING TRANSFERS						
TOTAL OPERATING EXP & OUT TRNSFRS	1,598,290.11	1,708,154	94.00%	648,963.54	677,347	96.00%
NET OPERATING REV OVER EXP	(68,079.16)	(334,705)		59,141.40	12,653	

CAPITAL IMPROVEMENTS

CAP IMPRVMT EXPENDITURES	.00	0	0.00%	.00	0	0.00%
CAP IMPRVMT OUTGOING TRANSFERS						
TOTAL CAP IMPRVMT EXP & OUT TRNSFRS	.00	0	0.00%	.00	0	0.00%
NET CAP IMPRVMT REV OVER EXP	.00	0		.00	0	

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 12 MONTHS ENDING JUNE 30, 2024

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FUND 592 - WATER & SEWER FUND

REVENUES	4,560,148.50	4,347,620	105.00%	3,704,183.90	3,512,690	105.00%
INCOMING TRANSFERS						
TOTAL REVENUE & INCOMING TRANSFERS	4,560,148.50	4,347,620	105.00%	3,704,183.90	3,512,690	105.00%
EXPENDITURES	3,277,300.29	4,106,072	80.00%	3,233,098.86	3,544,182	91.00%
OUTGOING TRANSFERS	.00	0	0.00%	.00	0	0.00%
TOTAL EXPENDITURES & OUTGOING TRANSFERS	3,277,300.29	4,106,072	80.00%	3,233,098.86	3,544,182	91.00%
NET REVENUE OVER EXPENDITURES	1,282,848.21	241,548		471,085.04	(31,492)	

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 12 MONTHS ENDING JUNE 30, 2024

THIS YEAR FISCAL YTD 30-JUN-24	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-JUN-23	REVISED BUDGET 2022-2023	FISCAL YTD % OF BUDGET
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FUND 661 - EQUIPMENT REVOLVING FUND

REVENUES	670,136.56	904,500	74.00%	1,008,198.07	913,750	110.00%
INCOMING TRANSFERS						
TOTAL REVENUE & INCOMING TRANSFERS	670,136.56	904,500	74.00%	1,008,198.07	913,750	110.00%
EXPENDITURES	407,244.41	510,592	80.00%	544,759.02	487,225	112.00%
OUTGOING TRANSFERS						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	407,244.41	510,592	80.00%	544,759.02	487,225	112.00%
NET REVENUE OVER EXPENDITURES	262,892.15	393,908		463,439.05	426,525	



Hastings City Council Memorandum

Date: July 16, 2024
To: Honorable Mayor Tossava & Members of the Hastings City Council
From: Dan King, Community Development Director
Subject: July Community Development Department Report

A summary of the current activities in the Community Development Department includes:

Streetscape

Contractors are currently installing the new crosswalks at Church and Michigan as well as the two mid-block crosswalks. Once those items are completed, the final crosswalks at Boltwood will be installed, and besides the final punch list items, the project will be complete.

Meadowstone Apartments

The site for the five (5) buildings housing 92 one-bedroom apartments has been prepped and graded. Underground utility work is scheduled to commence the week of July 29th.



Neighborhood Enhancement Program

As of July 15th, \$12,810.00 of the \$63,397.50 in approved projects have been completed and funded. The Community Development Department will continue working with both the homeowners and contractors as the remaining individual projects move toward completion.

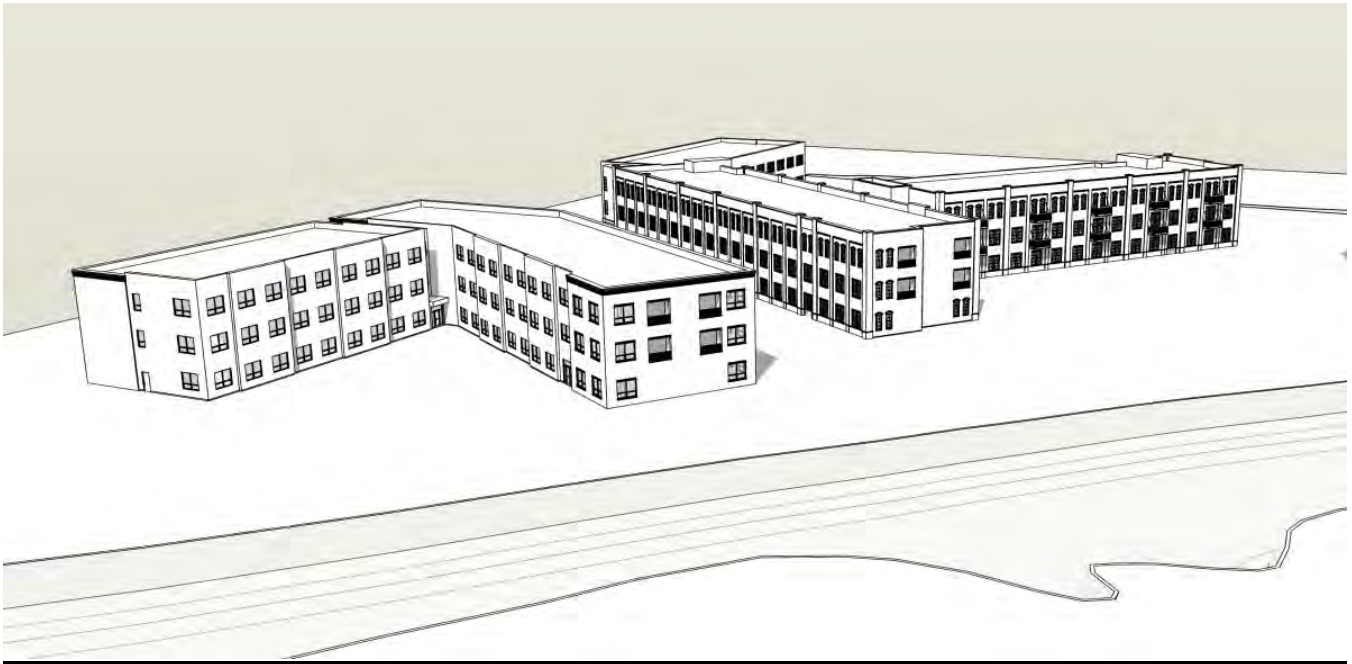
Hastings Live

It is hard to believe, but with the next monthly Community Development report, both Summerfest and the 2024 Hastings Live programming season will be in the books. We hope you make time to attend a performance before you must wait until next season.



Hastings Riverview Lofts/CopperRock

CopperRock Construction continues to work with the Michigan Economic Development Corporation on gap funding for the project on East Mill Street on the site of the former Royal Coach building.



Upcoming Events

Hastings Live June 5th through August 24th
Block Party Street Dance – August 10th
Summerfest – August 23rd- 25th

If you have any questions, concerns, or ideas please feel free to contact Sandy, Steve, or me at sponsetto@hastingsmi.gov shoke@hastingsmi.gov dking@hastingsmi.gov



City of Hastings
Downtown Development Authority
DRAFT Meeting Minutes
July 18, 2024

1. Meeting Call to Order and Roll Call—

The meeting was called to order at 8:00 a.m. by Woods

Roll Call –

Present: Baker, Button, Hatfield, Peterson, Tossava, Wiswell, Woods

Absent: Albrecht, Ulberg

City Staff and Appointees: Hoke King, Ponsetto, Resseguie

Others Present: Nichole Lyke, BCCEDA; Tammy Hayes and Annie Halle, Barry Community Foundation

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Woods added Request from BCCEDA for \$250 support for Part Four of its Small Business Boot Camp as Item C. under Old Business, and a Façade Grant Request in the Amount of \$3,450 for 122 W. State St.

Motion by Baker, second by Wiswell, to approve the agenda as amended.

All ayes, motion carried.

4. Approval of Minutes

Motion by Wiswell, second by Baker, to approve the minutes of the June 20, 2024, DDA meeting as presented.

All ayes, motion carried.

5. Financial Statements & Budget for Review –

King said the financial information provided in the packet has been updated through the end of the 2023-2024 fiscal year.

6. Façade and BEIG Update-

King said the façade grant and BEIG information in the packet is updated through June 30, 2024.

7. Open Public Comment and Discussion – None

8. Old Business-

A. Streetscape Update-

King gave an update on the streetscape project and answered questions from the board. The board discussed the need to advertise that downtown businesses are open during the construction.

Motion by Button, second by Hatfield, to approve the expenditure of up to \$1,500 to purchase ads from the local radio station and newspaper.

Ayes: Baker, Button, Hatfield, Peterson, Tossava, Wiswell, Woods

Nays:

Absent: Albrecht, Ulberg

All ayes, motion carried

B. Spray Plaza Shade Sail Update-

The board discussed the projected cost of \$25,000 for two shade sails; the board directed staff to pursue other options with the goal of having something in place next season

C. Request from BCCEDA for \$250 Support for Part Four of its Small Business Boot Camp-

Motion by Tossava, second Hatfield, to approve the expenditure of \$250 to support part four of Small Business Boot Camp.

Ayes: Baker, Button, Hatfield, Peterson, Tossava, Woods

Nays: Wiswell

Absent: Albrecht, Ulberg

Motion carried by a six to one vote.

9. New Business

A. Farmers Market Annual Sponsorship Request-

Motion by Tossava, second by Button, to approve the annual request from the Barry Community Foundation for \$1,500 to sponsor the Farmers Market.

Ayes: Baker, Button, Hatfield, Peterson, Tossava, Wiswell, Woods

Nays:

Absent: Albrecht, Ulberg

All ayes, motion carried.

10. DDA Member Comment –

Woods said the board would like the Hastings City Police Chief to attend an upcoming board meeting to discuss the possibility of a traffic study for making portions of Jefferson and Church streets one way with diagonal parking; she also asked staff to investigate contracting with Cotant’s to clean planters of summer flowers at the end of the season and the possibility of fall plantings

Baker said the DDA needs to investigate adding a line item to its budget for new Christmas decorations

Wiswell said he was disappointed that he hasn’t seen people eating at the new tables in the downtown business district

11. Open Public Comment and Discussion –

Resseguie said there are road closed signs that need to be taken down; he said he thought they might be deterring people from parking downtown

12. Adjournment

Motion by Wiswell, second by Baker, to adjourn

All ayes, motion carried

Meeting adjourned at 9:07 a.m.

Patty Woods, Chair

Deb Button, Secretary