

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

March 10, 2020

The Board of County Road Commissioners of the County of Kent met in the Road Commission Offices.

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

Present: Commissioners Rambo, Janes, Morren, and VerHeulen, Managing Director Warren, Director of Finance Barcheski and Executive Secretary Luneke.

Excused: Commissioner Medema.

Also present: Deputy Managing Director - Engineering Harrall, Deputy Managing Director - Operations Byrne, Director of Traffic and Safety Haagsma, Assistant Director of Traffic and Safety Wollner, Assistant Director of Finance in charge of Purchasing Wiegerink, Assistant Director of Finance Guerra, and Communications Manager Lamoreaux.

Item #2 Public Comment

There was no public comment.

Commissioner Janes stated she would like to make a comment to the Board for the record. She stated she is employed with Fishbeck who has a pecuniary interest in the contract. She will continue to recuse herself from voting on all matters related to design services of the new Central Complex, as she has been.

Item #3 Approval of Minutes

The Board discussed minutes of the Board meeting and Public Hearings held Tuesday, February 25, 2020.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that the **minutes be approved.**

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren, and VerHeulen — 4.

Nays: 0.

Item #4 Disbursements and Cash Balances

The disbursements for the check run dated March 6, 2020 were presented to the Board by Director of Finance Barcheski. She stated Payroll included \$32,767.22 in overtime. There were no construction estimates.

Director Barcheski stated the General Fund has \$31,723,953.58 remaining after approval of disbursements. Of that amount, \$4,905,027.84 is unavailable operating funds, leaving \$26,818,925.74 in total available operating funds.

Moved by Commissioner Medema, seconded by Commissioner Janes that **Payroll of \$686,234.43, Accounts Payables of \$885,037.46, and Cash Balances and Investments for the check run dated March 6, 2020** is approved by the Board, and warrants ordered drawn for the same.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren, and VerHeulen — 4.

Nays: 0.

Item #5 **Michigan Transportation Fund**

Director Barcheski reviewed the Michigan Transportation Fund revenues that were collected in January 2020 and received in March 2020. She stated the funds received were \$4,961,800, a variance of \$187,742 over than what was budgeted. To date, receipts are up 15.2 percent over this time last year.

The report was received for information.

Item #6 **Financial Statements**

Director Barcheski reviewed for the Board the January 2020 Financial Statements.

The report was received for information.

Item #7 **Board Action on Public Hearings**

Managing Director Warren stated the Public Hearings were held on Tuesday, February 25, 2020 for two 2020 road projects.

The first hearing was for the widening of 68th Street between Burlingame Avenue and Clyde Park Avenue. There were two people present that had questions related to the project schedule and access and they supported the addition of the center-turn lane.

The second hearing was for the widening of Segwun Avenue between Alden Nash Avenue and Grand River Drive. There was no one from the public in attendance for this public hearing.

Moved by Commissioner Janes, seconded by Commission VerHeulen that the **proposed improvements for the above-listed projects are authorized by the Board as presented** at the Public Hearings, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren, and VerHeulen — 4.

Nays: 0.

Item #8 Terminate Drainage Easement

Managing Director Warren requested authorization to terminate a drainage easement within Preservation Lakes No. 2, Section 29, Gaines Township.

Deputy Managing Director Harrall stated the drainage easement was required to drain storm water from Phase 1 of Preservation Lakes plat to the south into future Phase 2 property.

Phase 2 of Preservation Lakes plat has been constructed and taken over as a public street right-of-way and this underlying drainage easement is no longer needed. Staff is requesting to terminate this drainage easement.

Description of Easement for Drainage:

Part of the SW 1/4, Section 29, T5N, R11W, Gaines Township, Kent County, Michigan, described as: Commencing at the Northeast corner of Lot 16, Preservation Lakes; thence S72°38'38"E 32.00 feet along the South line of Waterstone Drive to the PLACE OF BEGINNING; thence S72°38'38"E 29.00 feet along said South line; thence Southeasterly 1.00 feet along said South line on a 333.00 foot radius curve to the left, the chord of which bears S72°30'49"E 1.00 feet; thence S17°21'22"W 16.77 feet; thence Southwesterly 78.90 feet along a 271.00 foot radius curve to the left, the chord of which bears S09°00'54"W 78.63 feet; thence S00°40'26"W 48.30 feet; thence Southeasterly 102.06 feet along a 271.00 foot radius curve to the left, the chord of which bears S10°06'56"E 101.46; thence S72°16'05"W 49.23 feet; thence N68°41'53"W 118.56 feet; thence N21°18'07"E 30.00 feet; thence S68°41'53"E 107.93 feet; thence N72°16'05"E 8.56 feet; thence Northwesterly 81.69 feet along a 301.00 foot radius curve to the right, the chord of which bears N07°06'03"W 81.44 feet; thence N00°40'26"E 48.30 feet; thence Northeasterly 87.64 feet along a 301.00 foot radius curve to the right, the chord of which bears N09°00'54"E 87.33 feet; thence N17°21'22"E 16.77 feet to the Place of Beginning.

Moved by Commissioner Morren, seconded by Commissioner Janes to authorize termination of the drainage easement within preservation Lakes No. 2, Section 29, Gaines Township, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren, and VerHeulen — 4.

Nays: 0.

Item #9 Sign and Execute Contract Agreement

Managing Director Warren requested authorization to sign and execute the contract agreement with the Michigan Department of Transportation.

Deputy Managing Director Harrall stated the Grand River Drive resurfacing project between Snow Avenue and Segwun Avenue is included in MDOT's May 1, 2020 bid letting. The project includes cold milling the existing asphalt pavement and placing new HMA. The estimated project cost is \$1,200,100. Funding includes \$947,247 Federal STP Rural funds with the remaining \$252,853 local match funded by KCRC.

Commissioner Morren offered the following resolution with reference to execution of the Agreement between the Board of County Road Commissioners of the County of Kent and the Michigan Department of Transportation for the HMA cold milling and resurfacing work along Grand River Drive from Snow Avenue to Segwun Avenue.

**Resolution for
HMA Cold Milling and Resurfacing work along
Grand River Drive from Snow Avenue to Segwun Avenue
Contract No. 20-5092**

WHEREAS, Federal Funds are available for the HMA resurfacing work along Grand River Drive from Snow Avenue to Segwun Avenue, and

WHEREAS, the Road Commission must enter into an Agreement with the Michigan Department of Transportation to receive Federal and State Funds, and

WHEREAS, the conditions of the Agreement have been reviewed by the Board of County Road Commissioners of the County of Kent, Michigan.

NOW, THEREFORE, BE IT RESOLVED, that Mark E. Rambo, Chairman of the Board of the Kent County Road Commissioners of the County of Kent, Michigan, and Steven A. Warren, Managing Director are hereby authorized to execute said Agreement for and on behalf of the Board.

Moved by Commissioner Morren and supported by Commissioner Janes that the Board **adopt the resolution and sign and execute the Agreement for the HMA cold milling and resurfacing work along Grand River Drive from Snow Avenue to Segwun Avenue with Federal funds**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren and VerHeulen — 4.

Nays: 0.

Item #10 **Sign Title Sheet**

Managing Director Warren presented the following title sheets for signatures and execution by the Board.

1. **68th Street Widening Project**
 Burlingame Avenue to Clyde Park Avenue

Deputy Managing Director Harrall stated the 68th Street widening project is ready to bid through MDOT. The project includes widening 68th Street between Burlingame Avenue and Clyde Park Avenue to provide a continuous center-turn lane. The estimated project cost is \$975,000. Funding includes \$623,150 Federal STP Flex funds with the remaining \$351,850 local match is funded by KCRC.

2. **Segwun Avenue Widening Project**
Alden Nash Avenue and Grand River Drive

Deputy Managing Director Harrall stated the Segwun Avenue widening project between Alden Nash Avenue and Grand River Drive is ready to bid through MDOT. The project includes widening 0.55 mile of existing road from Alden Nash Avenue (south of Segwun Avenue) to Grand River Drive to provide center-turn lane. The estimated project cost is \$970,000. Funding includes \$713,000 State EDC funds with the remaining \$257,000 local match funded by KCRC.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen that the Board authorizes to **sign and execute the title sheets for the above projects**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Morren, Janes, and VerHeulen —4.

Nays: 0.

Item #11 **Award of Bids**

Managing Director Warren requested authorization to award bids on the following:

- a. Purchase of **one (1) skid steer mounted stump grinder** for the Central Complex

Staff is recommending the award of this bid to **Kent Equipment**, Sparta, Michigan, lowest responsive and responsible bidder at a total cost **\$11,193.28** to be approved by the Board.

b. Purchase of **two (2) enclosed trailers** for work crews

Staff is recommending the award of this bid to **Grandville Trailer**, Grandville, Michigan, the only bidder at a cost of **\$6,395.00** per trailer for a total cost of **\$12,790.00** for two.

c. Purchase of **2020 requirements of plastic culvert pipe** and related components, as needed

The invitation to bid was sent to eight vendors and five submitted bids. Therefore, buying in the best interest of the Road Commission, staff is recommending that the bid for corrugated plastic pipe and related components to awarded to all bidders:

ADS, Grand Rapids, Michigan
Core & Main, Kentwood, Michigan
Etna Supply Company, Grand Rapids, Michigan
Ferguson Enterprises, Kentwood, Michigan
Michigan Pipe & Valve, Grand Rapids, Michigan

As material is needed for inventory and projects, the items will be purchased taking into consideration cost, product availability and delivery terms.

d. Purchase of **2020 requirements of various limestone aggregates** for stockpiling at the District Complex, as needed

Staff recommends the award of the bid to purchase A1, 4 x 8", 21AA, 22A and 23A Limestone Aggregate to **Stoneco of Michigan**, Middleville, Michigan, and **Verplank Trucking**, Ferrysburg, Michigan buying in the best interest of the Road Commission and taking into consideration, cost, availability of the desired product and delivery.

e. **Contract #20-15**: Street sweeping services on State trunklines, Primary and Local roads in Kent County for three years, 2020, 2021, 2022

Staff is recommending the award of Contract #20-15 for street sweeping to **Sanisweep Inc.**, Grand Rapids, Michigan, the only contractor to submit a bid. The total contract price for regular scheduled sweeping for 2020 is totaled at **\$408,516.84** of which **\$132,775.80** is for sweeping on the county trunklines and **\$275,741.04** is for sweeping

on State trunklines, which will require approval from the Michigan Department of Transportation's Ad Board.

Additional cost for non-scheduled pickup and kickoff type sweeping are an unknown factor but the rates per hour are detailed on the bid tabulation.

- f. **Contract #20-20:** Tree clearing / removal in the right-of-way at two (2) locations in Kent County

- 84th Street from Division Avenue to Eastern Avenue
- 84th Street from Kalamazoo Avenue to Breton Avenue

Staff is recommending that Contract #20-20 be awarded to **Treeworks Inc.**, Coopersville, Michigan, lowest responsive and responsible bidder, at a total contract cost of **\$66,923.00**.

- g. **Contract #20-21:** Sparta Bridge #20 – Peach Ridge Avenue, 0.4 mile north of 13 Mile Road, Sparta Township – replace existing twin corrugated metal pipe culvert with a single box culvert

Staff recommends the Board's approval to award Contract #20-21 to **Brenner Excavating Inc.**, Hopkins, Michigan, lowest responsive and responsible bidder at a total cost of **\$134,639.00**.

- h. **Contract #20-41:** Furnish and haul non-processed recycled asphalt for stockpiling at the District Complexes, as needed

Staff is recommending that the purchase of this material be awarded to **Michigan Paving and Materials**, Grand Rapids, Michigan, lowest responsive and responsible bidder at a cost of **\$14.00 per ton** delivered to Central, North and South Complexes.

- i. **Contract #20-43:** Furnish and haul 23A aggregate for stockpiling at the District Complexes, as needed

Staff is recommending that Contract #20-43 the purchase of 23A aggregate for stockpiling at the districts be awarded to both the lowest responsive and responsible bidders –

Yellow Rose Transport, Grandville, Michigan and **L & D Carey & Sons**, Morley, Michigan taking into consideration, cost, availability of the desired product and delivery.

- j. **Contract #20-44:** Application of miscellaneous pavement markings (railroad crossing symbols, stop bars, crosswalk lines, etc.) for 2020 with two (2) one-year renewal options

Staff is recommending the award of Contract #20-44 to **Michigan Pavement Markings LLC**, Wyoming, Michigan, lowest responsive and responsible bidder. The total estimated contract cost for the miscellaneous pavement marking services for 2020 is **\$105,300.00**.

Moved by Commissioner Morren, seconded by Commissioner Janes that **staff is authorized to award the above-listed purchases and contracts**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren, and VerHeulen — 4.

Nays: 0.

Item #12 Advertise for Bids

Managing Director Warren requested authorization to advertise for bids on the following:

- a. Purchase of **2020 requirements of bituminous patching materials**, as needed
- b. Purchase of **2020 requirements of ready mix concrete** (concrete curb mixture and concrete patching mixture), as needed
- c. **Contract #20-54:** Sparta Bridge #38 – Alpine Avenue, 0.4 mile north of 12 Mile Road, Sparta Township – furnish precast box beams
- d. **Contract #20-55:** Snowplowing services in seven areas for three winter seasons – 2020/2021, 2021/2022, 2022/2023
- e. **Contract #20-56:** Sparta Bridge #38 – Alpine Avenue, 0.4 mile north of 12 Mile Road, Sparta, Township – spot beam replacement, post tensioning and expansion joint replacement

Moved by Commissioner Janes, seconded by Commissioner Morren that staff is **authorized to advertise for bids on the above listed purchase with bids to be accepted until 8:30 a.m. on a date to be determined** and as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren, and VerHeulen — 4.

Nays: 0.

Item #13 Board Subcommittee Report

Commissioner Janes recused herself from the Board Subcommittee Report discussion and left the meeting at 8:14 a.m.

Managing Director Warren stated the Board had authorized staff to send Request for Proposals (RFP) to qualified firms to provide planning, design and construction document services for the new Central Complex facility at Walker View. The RFP's were sent out February 13, 2020. KCRC received eight proposals on March 5, 2020. The internal staff team met with James Moyer, KCRC's Owner's Representative. The staff team then individually reviewed the proposals and completed a common scoring sheet for each one. They then reviewed the individual reviews together. The conclusion was to interview four firms that had qualified responses to the proposal. The interviews will be held on March 17, 2020. The sealed bid packets will be opened at that time. Qualifications are predominantly with reasonable fees. The selection will be brought to the Board March 24, 2020. At that time, staff will request approval for the proposed Construction Management Service. The Construction Management Service will work closely with James Moyer.

Commissioner VerHeulen questioned the status with the City of Grand Rapids. Managing Director Warren stated Mayor Bliss signed the executed agreement. KCRC has not received the \$50,000 payment on option, but is expecting it soon. KCRC will receive the next payment of \$100,000 in six months. In one year, the City of Grand Rapids has to execute or terminate the option.

The City of Grand Rapids has conducted a tour of the Scribner location with prospective consultants. They are looking at design options.

Item #14 **Comments**

➤ Commissioner Morren thanked Traffic and Safety Director Haagsma for the fast response to an issue regarding a stop sign in a development. The development was very thankful and appreciated it.

➤ Deputy Managing Director Byrne updated the Board on winter maintenance operations and budget as of March 10, 2020. This season, 48 inches of snow has fallen (seasonal average is 75 inches). There have been nine days of freezing rain/drizzle and 11,925 hours of overtime. Since October 1, 2019, the Road Commission has spent \$3,584,649 or 56 percent of the \$6,300,000 budget. 37 percent of that amount has been spent on equipment, 40 percent on material, and 23 percent on labor.

The Michigan Department of Transportation has spent \$2,995,135 of the \$4,510,962 budget or 66 percent. 34 percent of that amount has been spent on equipment, 47 percent on material, and 19 percent on labor.

➤ Deputy Managing Director Byrne stated the seasonal weight restrictions are still being enforced.

➤ Managing Director Warren stated the Annual CRA Conference is this week. The equipment show is today.

➤ Managing Director Warren stated CRA is sponsoring “On the Road to Leadership” 2020 Commissioners Seminar in Traverse City April 19 – 21, 2020.

➤ Managing Director Warren showed a picture to the Board of the new Peterbilt trucks that were delivered to the South Complex storage facility. Commissioner

Morren stated this is a morale booster. This is what people think of KCRC when they see the green trucks. The trucks are used in parades and are very symbolic.

➤ Deputy Managing Director Harrall stated MDOT is hosting an informational meeting about the 100th Street Bridge over US-131 tonight from 3:30 p.m. to 5:30 p.m. at the Southwest Complex.

➤ Communication Manager Lamoreaux distributed the final draft of the Strategic Plan. Managing Director Warren stated the County of Kent and the Sheriff's Department just completed their Strategic Plan.

There being no further business to come before the Board, the meeting was adjourned at 8:34 a.m.

Respectfully submitted,



Macy D. Barcheski, Secretary