

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

April 27, 2021

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

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

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

Also present: Deputy Managing Director of Engineering Harrall, Deputy Managing Director of Operations Byrne, Director of Building and Equipment Roose, Director of Traffic and Safety Haagsma, Assistant Director of Traffic and Safety Wollner, Assistant Director of Maintenance Roon, Project Engineer Easterly, IT Manager Care, Purchasing Manager Nordstrom, and Communications Manager Lamoreaux.

Item #2 Public Comment

There was no public comment.

Item #3 Approval of Minutes

The Board discussed minutes of the Board meeting held Tuesday, April 13, 2021. Moved by Commissioner VerHeulen, seconded by Commissioner Medema that the **minutes be approved as written.**

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen — 5.

Nays: 0.

Item #4 Disbursements and Cash Balances

The disbursements for the check run dated April 16, 2021 were presented to the Board by Director of Finance Barcheski. She stated payroll included \$7,454.91 in overtime.

Director Barcheski stated the General Fund has \$30,812,067.87 remaining after approval of disbursements. Of that amount, \$6,092,259.29 is unavailable operating funds, leaving \$24,719,808.58 in total available operating funds.

Director Barcheski presented a detail of the new central complex project for the Board. The total estimated cost as of April 27, 2021 is as follows:

Estimated Cost	\$45,814,402
Current Expenditures	162,044
Project-to-Date Expenditures	1,363,329
Remaining Cost	44,289,029

Moved by Commissioner Morren, seconded by Commissioner Janes that **Payroll of \$702,024.65, Construction Estimates of \$0.00, New Central Complex Expenditures of \$162,043.61, Accounts Payables of \$3,411,678.39, and Cash Balances and Investments for the check run dated April 16, 2021**, are approved by the Board, and warrants ordered drawn for the same.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen — 5.

Nays: 0.

Item #5 March 2021 Financial Statements

Director of Finance Barcheski reviewed for the Board the March 2021 Financial Statements.

The report was received for information.

Item #6 Abandonment of portion of 20 Mile Road

Managing Director Warren requested a resolution to abandon a portion of 20 Mile Road.

Deputy Managing Director Harrall stated staff has received and validated a petition to abandon the statutory right-of-way of a portion of 20 Mile Road within Sections 10 and 15, Spencer Township. The petition covers the unimproved (paper) portion of 20 Mile Road east of Oakman Drive easterly to Blue Lake. Staff has conducted a field review of the subject area and confirms there is no existing public roadway within this area and no need for a public road in the future. Staff recommends approving the request with the condition we retain a drainage easement over the southerly half of the right-of-way to accommodate drainage from 20 Mile Road and Oakman Drive west of the requested abandonment area.

Chair Rambo stated there have been problems with abandonments in the past. KCRC should look at vacating or selling the property, as well as abandoning. Deputy Managing Director Harrall stated this is a statutory right-of-way and not a right-of-way in a plat. The MDNR has been notified about this property but has not gotten back to KCRC. Commissioner Janes questioned why there is a parcel number on the south half of the property with the owner listed as KCRC. Deputy Managing Director Harrall mentioned that unfortunately, Access Kent and township property information is not always accurate.

Moved by Commissioner VerHeulen, seconded by Janes to **table the abandonment until KCRC receives a response from MDNR, gets clarification between a statutory right-of-way and a right-of-way in a plat, and the parcel number on the south half of the property.**

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen — 5.

Nays: 0.

Item #7 Sign and Execute Agreement

Managing Director Warren requested authorization to sign and execute the contract agreement with the Michigan Department of Transportation for the 84th Street reconstruction project.

Deputy Managing Director Harrall stated the 84th Street reconstruction project between Breton Avenue and Hanna Lake Avenue is included in the May 7, 2021, MDOT bid letting. The project includes reconstructing the existing 2-lane primary road to an all-season road section. The estimated project cost is \$1,570,000. Funding includes \$1,079,595 Federal STP Urban funds, with the remaining \$490,405 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 road reconstruction work along 84th Street from Breton Avenue to Hanna Lake Avenue.

**Resolution for
Road Reconstruction work along
84th Street from Breton Avenue to Hanna Lake Avenue
Contract #21-5170
Job #205524CON**

WHEREAS, Federal Funds are available for the road reconstruction work along 84th Street from Breton Avenue to Hanna Lake 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 road reconstruction work along 84th Street from Breton Avenue to Hanna Lake Avenue with Federal Funds.**

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen — 5.

Nays: 0.

Item #8 Title Sheet

Managing Director Warren requested that the Board sign and execute the title sheet for the 7 Mile Road pavement replacement project.

Deputy Managing Director Harrall stated the 7 Mile Road pavement replacement project between Alpine Avenue (M-37) and Pine Island Drive is ready to bid through MDOT. The project includes crushing and shaping and cold milling portions of the existing asphalt pavement and placing 2 courses of new asphalt pavement. The estimated project cost is \$755,000. Funding includes \$419,095 Federal STP Flex funds and \$42,905 Federal HIP funds. The remaining \$293,000 local match will be funded by KCRC

Moved by Commissioner Janes and supported by Commissioner Morren that the **Board is authorized to sign and execute the title sheet for 7 Mile Road pavement replacement project from Alpine Avenue (M-37) to Pine Island Drive**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren and VerHeulen — 5.

Nays: 0.

Item #9 Preliminary Plat Approval

Managing Director Warren requested authorization for preliminary plat approval of Explorer Estates.

Deputy Managing Director Harrall stated Explorer Estates Plat is located north of 68th Street along the south side of Peerpoint Drive in Section 4, Gaines Township. This residential plat was originally given preliminary plat approval by the Board on December 12, 2017, which was extended in 2019. The Board approved the final plat on October 13, 2020. At that time, the residential plat included 7 lots. Unfortunately, before the State Plat Board approved the final plat, Kentwood Public Schools sold 4 of the lots. In order to get Plat Board approval, the plat has been revised, and now only contains 3 lots, which are south of Peerpoint Drive (Southpointe Plat). The proprietor is Kentwood Public Schools and the engineer is Exxel Engineering.

Moved by Commissioner Morren, seconded by Commissioner Janes that **preliminary plat approval is authorized for Explorer Estates Plat**, as recommended by staff and subject to the following special conditions, requirements, and modifications:

1. Proprietor shall obtain the required permits from the Kent County Drain Commission and provide copies to KCRC staff.

2. Proprietor shall coordinate with the United States Post Office for the location of mailbox(es) and shall provide written confirmation from the local postmaster or station master confirming that customer mail delivery requirements conform to their requirements and conform to KCRC requirements as directed by the County Highway Engineer.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen — 5.

Nays: 0.

Item #10 Award of Bids

Managing Director Warren requested authorization to award bids received for the following:

- a. **Contract #21-06:** Pipe Lining Services
Culvert Rehabilitation and Drainage Restoration Services for 2021
with a one-year renewal option, as needed

Staff recommends awarding Contract #21-06: Pipe Lining Services to **Corby Energy Services, Inc.**, under the Michigan Department of Transportation's Contract #200000000843, with an estimated expenditure of \$50,000.

- b. **Contract #21-28:** Cascade Township – Beard Farms Plat

Staff recommends awarding Contract #21-28: Cascade Township – Beard Farms Plat to **Superior Asphalt, Inc.**, the lowest responsive and responsible bidder for a total cost of **\$579,455**, which is **30.07%** below the estimated cost.

- c. **Contract #21-46:** South Complex Salt Dome Repairs
Repair and reseal of 29,000 square feet of South Complex's salt dome exterior

At the bid letting on April 20, 2021, one bid was received for Contract #21-46: South Complex Salt Dome Repairs from **Great Lakes Systems, Inc.**, for a total cost of \$252,000.

Following a post-bid meeting with the contractor, staff requested a modification to the bid specifications to better suit their original scope of the contract. Per staff's request, the contractor adjusted their submitted cost to reflect the revision to the specifications.

Under the post-bid meeting modified cost, staff recommends awarding the contract to **Great Lakes Systems, Inc.**, the lowest responsive and responsible bidder, for a total cost of **\$165,462**.

d. **Contract #21-53: Cascade Township - Centennial Park Streets**

Staff recommends awarding Contract #21-53: Cascade Township - Centennial Park Streets to **Superior Asphalt, Inc.**, the lowest responsive and responsible bidder for a total cost of **\$814,455**, which is **30.17%** below the estimated cost.

e. **Contract #21-54: Cascade Township - Kraft Industrial Park Streets**

Staff recommends awarding Contract #21-54: Cascade Township - Kraft Industrial Park Streets to **Superior Asphalt, Inc.**, the lowest responsive and responsible bidder for a total cost of **\$629,455**, which is **29.53%** below the estimated cost.

f. **Bid #21-EQU-26: Paper Products**
2021 requirements with a one-year renewal option, as needed

Staff recommends awarding Bid #21-EQU-26: Paper Products to **Integrity Business Solutions, Nichols Paper & Supply Co., Safety Services Inc., One Way Products, Miner Supply Company, Inc., and HP Products Corp.** whose products, when tested, meets or exceeds the technical composition requirements.

Buying the products, as specified, in the best interest of KCRC, the source(s) selected to make the purchase will be based on following criteria:

- Cost
- Type of Material
- Availability

- g. **Bid #21-MNT-16:** Ready Mix Concrete
2021 requirements, with a one-year renewal option, as needed

Staff recommends awarding Bid #21-MNT-16: Ready Mix Concrete to “**All**

Bidders”.

At the time of demand, the source(s) selected to purchase the material will be based on following criteria:

- Cost (inclusive of our labor and equipment costs)
- Type of Material
- Project Location
- Availability

- h. **Bid #21-MNT-20:** A1, 4x8, 21AA, 22A, & 23A Limestone for Stockpiling
2021 requirements, with a one-year renewal option, as needed

Staff recommends awarding Bid #21-MNT-20: A1, 4x8, 21AA, 22A, & 23A

Limestone for Stockpiling to “**All Bidders**”.

At the time of demand, the source(s) selected to purchase the material will be based on following criteria:

- Cost
- Type of Material
- Project Location
- Availability

- i. **Bid #21-MNT-21:** H1 Limestone Aggregate and CS-T Trap Rock for Stockpiling
2021 requirements, with a one-year renewal option, as needed

Staff recommends awarding Bid #21-MNT-21: H1 Limestone Aggregate and CS-T

Trap Rock for Stockpiling to “**All Bidders**”.

At the time of demand, the source(s) selected to purchase the material will be based on following criteria:

- Cost
- Type of Material
- Project Location
- Availability

- j. **Bid #21-MNT-22:** Bridge Expansion Joint Material – MDOT 2021 requirements, with a one-year renewal option, as needed

This bid is 100% funded by the State of Michigan - Department of Transportation and will require MDOT approval prior to commencement.

Staff recommends awarding Bid #21-MNT-22: Bridge Expansion Joint Material – MDOT to **LymTal International Inc.**, the lowest responsive and responsible bidder, at an average cost of **\$1,273 per roll**.

- k. **Contract #20-12:** Concrete Construction, Curbs and Gutters, Sidewalks, and Driveways - three-year contract for 2020, 2021, & 2022, as needed

At the Board Meeting on November 26, 2019, Board awarded Contract #20-12 to Cannon Concrete. To better suit the Road Commission's needs for maximum flexibility, staff would like the ability to request service from the second-lowest responsive and responsible bidder, Kent County Concrete, when the first bidder is unavailable.

Staff recommends awarding Contract #20-12: Concrete Construction, Curb & Gutters, Sidewalks, and Driveways to **Cannon Concrete** and **Kent County Concrete**. At the time of demand, the source(s) selected to request service on the contract will be based on following criteria:

- Cost
- Availability
- Project Location

Moved by Commissioner Medema, seconded by Commissioner Morren to **authorize award of bids for the above listed**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren and VerHeulen — 5.

Nays: 0.

Item #11 **Comments**

➤ Managing Director Warren attended the County Road Association's Board of Directors meeting. The American Recovery Plan funding was discussed, as well as different ways to supplement lower revenue.

➤ Managing Director Warren stated KCRC will have a budget amendment soon.

➤ Managing Director Warren stated that Walker View is coming along very well. KCRC has been meeting two or three times a week with the contractor, architect, and employees. Phase 2 will be bid in July. Overall, KCRC is pleased with the progress.


➤ Director of Building and Equipment Roose stated the pre-owned hi-lo that was approved for purchased at the April 13, 2021 Board meeting has been bought and will be going to the North Complex.

➤ Director of Building and Equipment Roose stated the results from the recent auction have not come back yet.

➤ Commissioner Medema complimented Communications Manager Lamoreaux on her email updates. They are great!

There being no further business to come before the Board, the meeting was adjourned at 8:33 a.m.

Respectfully submitted,



Macy Barcheski, Secretary