

Charter Township Of Union



**Economic Development Authority Board (EDA)
Regular Meeting – Lincoln Reception Center
Tuesday, January 18, 2022, at 4:30 p.m.**

This meeting will take place in-person. To better provide for social distancing during this public meeting, **the location of the EDA Board meeting has been moved to the Lincoln Reception Center, 2300 S. Lincoln Road, Mt. Pleasant, MI 48858, which is located behind the Lux Funeral Home.** Enter at the Lux Funeral Home driveway and follow the directions signs around to the Lincoln Reception Center entrance and parking are on the south side of the building.

In the interest of creating the safest possible environment, all attendees are invited and encouraged to wear masks while in the building. Extra masks will be available for those that may need one.

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
- November 30, 2021
5. PRESENTATIONS
6. PUBLIC COMMENT
7. REPORTS
 - A. Accounts payable Approval – December
East DDA District #248 – Check Register
West DDA District #250 – Check Register
 - B. December Financial Reports: Income / Expense Statement; Balance Sheet
East DDA District #248
West DDA District #250
 - C. Board Member Matrix

8. NEW BUSINESS

- A. RFBA – Review of bids and selection of a contractor for building demolition at 5800 E. Pickard Rd
 - a. Introduction by the Director
 - b. Review of bids
 - c. Board deliberation and action

- B. Introduction of proposed grant programs (beautification. Pedestrian access improvements, signs)
 - a. Introduction by the Director
 - b. Discuss initial outline of purpose, application review process. And criteria for consideration and determining potential grant awards
 - c. Commission deliberation and action to provide guidance to the Director for development of final program details for EDA Board review and action

9. PENDING BUSINESS

- A. Adopt the amended 2022 EDA Board meeting calendar (see 4/6/2022 joint meeting)

10. DIRECTOR COMMENTS

11. ADJOURNMENT

Next regularly scheduled meeting Tuesday, February 15, 2022

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular – Electronic Board Meeting
Tuesday, November 30, 2021**

MINUTES

A regular – electronic meeting of the Charter Township of Union Economic Development Authority was held on November 30, 2021, at 4:30 p.m. as a virtual meeting through the Zoom meeting platform.

Meeting was called to order at 4:30 p.m.

ROLL CALL

Present:

Mielke – Union Township, Isabella County
Chowdhary – Union Township, Isabella County
Figg – Union Township, Isabella County
Zalud – Union Township, Isabella County
Kequom – Union Township, Isabella County
Sweet – Union Township, Isabella County
Bacon – Union Township, Isabella County

Excused: Barz, Coyne

Absent: Hunter

Others Present: Rodney Nanney – Community & Economic Development Director, Sherrie Teall – Finance Director, Amy Peak – Building Services Clerk

APPROVAL OF AGENDA

MOTION by **Figg** SUPPORTED by **Chowdhary** to APPROVE the agenda as presented.

MOTION CARRIED 7-0.

APPROVAL OF MINUTES

MOTION by **Mielke** SUPPORTED by **Figg** to APPROVE minutes from the October 19, 2021, Special Informational meeting as presented. **MOTION CARRIED 7-0.**

MOTION by **Zalud** SUPPORTED by **Figg** to APPROVE minutes from the October 19, 2021, Regular meeting as presented. **MOTION CARRIED 7-0.**

PRESENTATIONS - None

PUBLIC COMMENT – No public comment offered.

REPORTS

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

Finance Director Sherrie Teall reviewed the accounts payable for the East DDA.

MOTION by **Zalud** SUPPORTED by **Mielke** to APPROVE the East DDA payables 10/20/21 – 11/30/21 in the amount of \$15,137.75 as presented. **MOTION CARRIED 7-0.**

Finance Director Sherrie Teall reviewed the accounts payable for the West DDA.

MOTION by **Figg** SUPPORTED by **Bacon** to APPROVE the West DDA payables 10/20/21 – 11/30/21 in the amount of \$554.30 as presented. **MOTION CARRIED 7-0.**

Finance Director Sherrie Teall reviewed financial reports.

Financial reports were RECEIVED AND FILED by Chair Kequom

Community and Economic Development Director - Rodney Nanney reviewed the Annual Water Rate REU Notices for the East DDA District. Discussion held with interest in an automated irrigation system should the system be replaced after the MDOT planned road construction in the coming year.

NEW BUSINESS

- A. RFBA – Approve the East DDA District’s participation in the 2022 Art Reach of Mid-Michigan Festival of Banners event via the purchase and creation of 78 banners for installation and display along E. Pickard Road at a cost of \$4,500.00.**

Community and Economic Development Director – Rodney Nanney reviewed Request for Board Action. Discussion held.

MOTION by **Mielke** SUPPORTED by **Bacon**, to approve the East DDA District’s participation in the 2022 Art Reach of Mid-Michigan Festival of Banners event via the purchase and creation of 78 banners for installation and display along E. Pickard Road at a cost of \$4,500.00. **7 – YES, 0 – NO, 3 – ABSENT. MOTION CARRIED.**

- B. RFBA – Approve Budget Amendment #4 for the East DDA fund and West DDA fund.**

Finance Director – Sherrie Teall reviewed RFBA. Discussion held.

MOTION by **Figg** SUPPORTED by **Bacon** for authorization to amend the Fiscal Year 2021 budget for the East and West DDA funds in the respective net amounts of (\$530,115) in the 248 – East DDA Fund and (\$678,855) in the 250 – West DDA Fund. **7 - YES, 0 - NO, 3 - ABSENT. MOTION CARRIED.**

Mr. Zalud left the meeting at approximately 5:15pm.

C. RFBA – To cancel the regular December 21, 2021, meeting because of a lack of action items for this agenda.

Community and Economic Development Director – Rodney Nanney reviewed the RFBA. Discussion held.

MOTION by Figg **SUPPORTED** by Chowdhary to cancel the regular December 21, 2021 meeting due to lack of action items for this agenda. **6 - YES, 0 - NO, 4 - ABSENT. MOTION CARRIED.**

PENDING BUSINESS - None

GENERAL DISCUSSION

- Mielke commented on the County Commission meeting last month and wanted to express to the EDA Board that the comments from the outgoing County Administrator, Margaret McAvoy, along with the new County Administrator and several County Commissioners were very positive regarding the updated tax increment revenue sharing agreement for the expanded East DDA District.

DIRECTOR COMMENTS

- Will be returning to in person meetings for the January 18, 2022, meeting and looking at setting up the Board room to accommodate the large group and asked any board member that has a concern please reach out to Rodney individually.

Next regular EDA meeting to be held on Tuesday, January 18, 2022.
Meeting adjourned by Chair Kequom at 5:38 p.m.

APPROVED BY

Chair Kequom

(Recorded by Amy Peak)

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
12/15/2021	248	80 (E)	00146	CONSUMERS ENERGY	5800 E PICKARD	78.07
					5770 E PICKARD STE B	29.68
					5771 E PICKARD STE A	287.95
					5771 E PICKARD STE B	29.84
					1940 S ISABELLA	182.28
					2027 FLORENCE	166.07
					4923 E PICKARD	176.82
					4675 E PICKARD	166.66
					4592 E PICKARD STE B	29.84
					4592 E PICKARD STE A	201.97
					5770 E PICKARD STE A	271.89
					5325 E PICKARD	249.32
					2029 2ND	229.14
					5157 E PICKARD STE B	29.84
					5157 E PICKARD STE A	125.91
					4900 E PICKARD	168.90
						<u>2,424.18</u>
12/15/2021	248	81 (E)	00146	VOID		0.00 V
				Void Reason: Created From Check Run Process		
01/13/2022	248	82 (E)	00146	CONSUMERS ENERGY	5770 E PICKARD STE A	227.61
					5325 E PICKARD	234.44
					2029 2ND ST	211.03
					5157 E PICKARD STE B	30.06
					5157 E PICKARD STE A	112.74
					4900 E PICKARD	158.53
					1940 S ISABELLA	183.54
					2027 FLORENCE	137.39
					4923 E PICKARD	132.56
					4675 E PICKARD	155.29
					4592 E PICKARD	30.06
					4592 E PICKARD STE A	189.00
					5771 S PICKARD STE B	30.06
					5771 E PICKARD STE A	244.52
					5770 E PICKARD STE B	30.06
					5800 E PICKARD	110.30
						<u>2,217.19</u>
01/13/2022	248	83 (E)	00146	VOID		0.00 V
				Void Reason: Created From Check Run Process		
01/18/2022	248	4252	01358	21ST CENTURY MEDIA-MICHIGAN	AD FOR BIDS-DEMOLITION@5800 E PICKARD	118.75
01/18/2022	248	4253	01203	ART REACH OF MID MICHIGAN	NEW BANNERS FOR 2022	4,500.00
01/18/2022	248	4254	00072	BLOCK ELECTRIC	INSTALL WINTER BANNERS ON PICKARD	130.00
					HOLIDAY LIGHT REPAIR	210.00
						<u>340.00</u>
01/18/2022	248	4255	00722	CHARTER TOWNSHIP OF UNION	Q4 UTILITY BILL-5800 E PICKARD	45.67
					5800 E PICKARD- 2021 WINTER TAX	3,538.85
						<u>3,584.52</u>
01/18/2022	248	4256	01724	CIB PLANNING	EDDA PLAN UPDATE-FINAL PMT	006470.00
01/18/2022	248	4257	01765	LINCOLN RECEPTION CENTER	ROOM RENTAL-EDA MEETING-JAN	100.00

01/13/2022 02:48 PM
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DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 12/01/2021 - 01/18/2022

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
01/18/2022	248	4258	00450	M M I	PARK BENCH GROUND MAINT-NOV 2021	575.00
					PARK BENCH GROUND MAINT-DEC 2021	465.50
						<u>1,040.50</u>
01/18/2022	248	4259	01727	MID-STATE ASBESTOS REMOVAL, INC	ASBESTOS SURVEY @ 5800 E PICKARD	2,650.00
01/18/2022	248	4260	00530	PLEASANT THYME HERB FARM	FALL CLEANUP/TREES & SHRUBS-PICKARD CORR	2,399.70
						<u>2,399.70</u>

248 TOTALS:

(2 Checks Voided)

Total of 11 Disbursements:

19,844.84

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 250 WDDA CHECKING						
01/18/2022	250	263	01724	CIB PLANNING	WDDA PLAN UPDATE-FINAL PMT	530.00
01/18/2022	250	264	01765	LINCOLN RECEPTION CENTER	ROOM RENTAL FOR EDA MEETING-JANUARY 2022	100.00
01/18/2022	250	265	00673	UNION TOWNSHIP GENERAL FUND	REIMBURSE GEN FUND FOR YARD SIGNS FOR WD	262.50
250 TOTALS:						
Total of 3 Checks:						892.50
Less 0 Void Checks:						0.00
Total of 3 Disbursements:						<u>892.50</u>

User: SHERRIE

DB: Union

PERIOD ENDING 12/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2021 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Revenues								
Dept 000 - NONE								
248-000-402.000	CURRENT PROPERTY TAX	434,701.18		458,000.00	466,000.00		466,608.87	100.13
248-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	(4,000.00)		(504.39)	12.61
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00		(250.00)	(250.00)		0.00	0.00
248-000-420.000	DELQ PERSONAL PROPERTY CAPT	67.85		300.00	300.00		76.47	25.49
248-000-445.000	INTEREST ON TAXES	631.16		500.00	500.00		7.16	1.43
248-000-573.000	STATE AID REVENUE-LCSA	62,005.75		63,000.00	56,000.00		56,127.27	100.23
248-000-665.000	INTEREST EARNED	19,092.72		6,700.00	6,700.00		4,310.91	64.34
248-000-671.000	OTHER REVENUE	158.72		100.00	100.00		0.00	0.00
Total Dept 000 - NONE		516,657.38		524,350.00	525,350.00		526,626.29	100.24
TOTAL REVENUES		516,657.38		524,350.00	525,350.00		526,626.29	100.24
Expenditures								
Dept 000 - NONE								
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	10,574.25		82,500.00	40,000.00		24,224.69	60.56
248-000-801.001	MAINT- BENCHES/TRASH RECEPTACLES	0.00		11,000.00	0.00		0.00	0.00
248-000-801.003	SIDEWALK SNOWPLOWING	5,100.00		11,000.00	11,000.00		5,900.00	53.64
248-000-801.004	RIGHT OF WAY LAWN CARE	14,654.00		23,000.00	23,000.00		28,557.00	124.16
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	33,244.34		35,000.00	20,000.00		13,012.92	65.06
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	14,410.50		21,000.00	21,000.00		14,634.70	69.69
248-000-801.015	STREET LIGHT BANNERS/CHRISTMAS	17,630.00		20,000.00	20,000.00		18,695.00	93.48
248-000-826.000	LEGAL FEES	0.00		500.00	1,500.00		713.00	47.53
248-000-851.000	MAIL/POSTAGE	0.00		0.00	0.00		469.58	100.00
248-000-880.000	COMMUNITY PROMOTION	5,000.00		10,000.00	5,000.00		5,000.00	100.00
248-000-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00		40,000.00	0.00		0.00	0.00
248-000-900.000	PRINTING & PUBLISHING	0.00		250.00	1,250.00		554.30	44.34
248-000-915.000	MEMBERSHIP & DUES	0.00		260.00	405.00		405.00	100.00
248-000-917.000	WATER & SEWER CHARGES	9,109.80		16,000.00	16,000.00		13,595.90	84.97
248-000-920.000	ELECTRIC/NATURAL GAS	11,586.89		12,000.00	13,500.00		12,628.91	93.55
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,576.01		1,700.00	1,700.00		1,697.25	99.84
248-000-940.000	LEASE/RENT	550.00		700.00	700.00		600.00	85.71
248-000-955.000	MISC.	84.96		50.00	50.00		0.00	0.00
Total Dept 000 - NONE		123,520.75		284,960.00	175,105.00		140,688.25	80.35
Dept 336 - FIRE DEPARTMENT								
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	70,484.04		105,100.00	81,150.00		81,150.00	100.00
Total Dept 336 - FIRE DEPARTMENT		70,484.04		105,100.00	81,150.00		81,150.00	100.00
Dept 728 - ECONOMIC DEVELOPMENT								
248-728-967.300	SEWER SYSTEM PROJECTS	0.00		435,260.00	0.00		0.00	0.00
248-728-967.600	PARKS PROJECTS	0.00		117,000.00	211,000.00		211,000.00	100.00
248-728-971.000	CAPITAL OUTLAY-LAND	0.00		0.00	200,000.00		197,705.13	98.85
248-728-974.000	CAPITAL OUTLAY-LAND IMPROVEMENTS	0.00		0.00	50,000.00		6,521.97	13.04
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00		552,260.00	461,000.00		415,227.10	90.07
TOTAL EXPENDITURES		194,004.79		942,320.00	717,255.00		637,065.35	88.82

User: SHERRIE

DB: Union

PERIOD ENDING 12/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE	2021		YTD BALANCE	% BDGT USED
		12/31/2020 NORMAL (ABNORMAL)	ORIGINAL BUDGET	2021 AMENDED BUDGET	12/31/2021 NORMAL (ABNORMAL)	
Fund 248 - EAST DDA FUND						
Fund 248 - EAST DDA FUND:						
	TOTAL REVENUES	516,657.38	524,350.00	525,350.00	526,626.29	100.24
	TOTAL EXPENDITURES	194,004.79	942,320.00	717,255.00	637,065.35	88.82
	NET OF REVENUES & EXPENDITURES	322,652.59	(417,970.00)	(191,905.00)	(110,439.06)	57.55

User: SHERRIE

PERIOD ENDING 12/31/2021

DB: Union

GL NUMBER	DESCRIPTION	YTD BALANCE		2021		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2021 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 250 - WEST DDA FUND								
Revenues								
Dept 000 - NONE								
250-000-402.000	CURRENT PROPERTY TAX	322,342.57		334,000.00	341,900.00	341,992.49		100.03
250-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	0.00	0.00		0.00
250-000-420.000	DELQ PERSONAL PROPERTY CAPT	574.14		20.00	20.00	20.93		104.65
250-000-445.000	INTEREST ON TAXES	162.66		250.00	250.00	2.89		1.16
250-000-573.000	STATE AID REVENUE-LCSA	0.00		0.00	0.00	37.50		100.00
250-000-665.000	INTEREST EARNED	14,269.39		5,400.00	5,400.00	4,745.36		87.88
Total Dept 000 - NONE		337,348.76		335,670.00	347,570.00	346,799.17		99.78
TOTAL REVENUES		337,348.76		335,670.00	347,570.00	346,799.17		99.78
Expenditures								
Dept 000 - NONE								
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	5,487.07		54,200.00	29,200.00	15,604.69		53.44
250-000-826.000	LEGAL FEES	0.00		0.00	1,000.00	975.00		97.50
250-000-880.000	COMMUNITY PROMOTION	5,000.00		5,000.00	5,000.00	5,000.00		100.00
250-000-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00		40,000.00	0.00	0.00		0.00
250-000-900.000	PRINTING & PUBLISHING	0.00		0.00	1,000.00	554.30		55.43
250-000-915.000	MEMBERSHIP & DUES	0.00		260.00	405.00	405.00		100.00
250-000-967.400	STREET/ROAD PROJECTS	0.00		330,000.00	0.00	0.00		0.00
Total Dept 000 - NONE		10,487.07		429,460.00	36,605.00	22,538.99		61.57
Dept 336 - FIRE DEPARTMENT								
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	52,067.68		59,000.00	59,000.00	59,515.99		100.87
Total Dept 336 - FIRE DEPARTMENT		52,067.68		59,000.00	59,000.00	59,515.99		100.87
Dept 728 - ECONOMIC DEVELOPMENT								
250-728-967.300	SEWER SYSTEM PROJECTS	73,533.91		0.00	0.00	0.00		0.00
250-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		250,000.00	13,000.00	12,840.00		98.77
Total Dept 728 - ECONOMIC DEVELOPMENT		73,533.91		250,000.00	13,000.00	12,840.00		98.77
TOTAL EXPENDITURES		136,088.66		738,460.00	108,605.00	94,894.98		87.38
Fund 250 - WEST DDA FUND:								
TOTAL REVENUES		337,348.76		335,670.00	347,570.00	346,799.17		99.78
TOTAL EXPENDITURES		136,088.66		738,460.00	108,605.00	94,894.98		87.38
NET OF REVENUES & EXPENDITURES		201,260.10		(402,790.00)	238,965.00	251,904.19		105.41

Fund 248 EAST DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	16,953.72
248-000-002.000	SAVINGS	1,029,004.52
248-000-003.001	CERTIFICATE OF DEPOSIT	533,942.43
248-000-123.000	PREPAID EXPENSES	1,528.22
Total Assets		1,581,428.89
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	10,802.00
Total Liabilities		10,802.00
*** Fund Balance ***		
248-000-370.379	RESTRICTED FUND BALANCE	1,681,065.95
Total Fund Balance		1,681,065.95
Beginning Fund Balance		1,681,065.95
Net of Revenues VS Expenditures		(110,439.06)
Ending Fund Balance		1,570,626.89
Total Liabilities And Fund Balance		1,581,428.89

Fund 250 WEST DDA FUND

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	4,951.82
250-000-002.000	SAVINGS	520,822.24
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	949,414.21
Total Assets		1,475,241.97
*** Liabilities ***		
250-000-202.000	ACCOUNTS PAYABLE	618.23
250-000-214.101	DUE TO GENERAL FUND	262.50
Total Liabilities		880.73
*** Fund Balance ***		
250-000-370.379	RESTRICTED FUND BALANCE	1,222,457.05
Total Fund Balance		1,222,457.05
Beginning Fund Balance		1,222,457.05
Net of Revenues VS Expenditures		251,904.19
Ending Fund Balance		1,474,361.24
Total Liabilities And Fund Balance		1,475,241.97

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	James	Thering	11/20/2024
2-Chair	Phil	Squatrito	2/15/2023
3-Vice Chair	Ryan	Buckley	2/15/2022
4-Secretary	Doug	LaBelle II	2/15/2022
5 - Vice Secretary	Stan	Shingles	2/15/2024
6	Tera	Albrecht	2/15/2024
7	Mike	Darin	2/15/2022
8	Alex	Fuller	2/15/2023
9	Jessica	Lapp	2/15/2023
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1- PC Rep	Ryan	Buckley	2/15/2022
2 - Chair	Andy	Theisen	12/31/2022
3 - Vice Chair	Liz	Presnell	12/31/2022
4 - Secretary	Judy	Lannen	12/31/2022
5 -	Brandon	LaBelle	12/31/2022
Alt. #1	vacant seat		12/31/2022
Alt. #2	vacant seat		2/15/2021
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2022
2	Sarvjit	Chowdhary	12/31/2022
3	Bryan	Neyer	12/31/2022
Alt #1	Randy	Golden	12/31/2022
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Colin	Herren	12/31/2023
2	Richard	Jakubiec	12/31/2021
3	Andy	Theisen	12/31/2023
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2022
2	John	Dinse	12/31/2023
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2023
2	Lynn	Laskowsky	12/31/2025



Board Expiration Dates

EDA Board Members (11 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Bryan	Mielke	11/2024
2	Thomas	Kequom	4/14/2023
3	James	Zalud	4/14/2023
4	Richard	Barz	2/13/2025
5	Robert	Bacon	1/13/2023
6	Marty	Figg	6/22/2022
7	Sarvjit	Chowdhary	1/20/2022
8	Cheryl	Hunter	6/22/2023
9	Jeff	Sweet	2/13/2025
10	vacant seat		2/13/2021
11	David	Coyne	3/26/2022
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2022
2	vacant seat		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Robert	Sommerville	12/31/2022
Sidewalks and Pathways Prioritization Committee (2 year term -PC Appointments)			
#	F Name	L Name	Expiration Date
1 - BOT Representative	Kimberly	Rice	11/20/2024
2 - PC Representative	Mike	Darin	8/15/2022
3 - Township Resident	Jeff	Siler	8/15/2023
4 - Township Resident	Jeremy	MacDonald	10/17/2022
5 - Member at large	Phil	Hertzler	8/15/2023
Mid Michigan Aquatic Recreational Authority (2 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1 - City of Mt. Pleasant	John	Zang	12/31/2023
2 - City of Mt. Pleasant	Judith	Wagley	12/31/2022
1 -Union Township	Stan	Shingles	12/31/2023
2 - Union Township	Allison	Chiodini	12/31/2022
1- Mt. Pleasant Schools	Lisa	Diaz	12/31/2021

To: Economic Development Authority Board **DATE:** January 10, 2022
FROM: Rodney C. Nanney, AICP, Community and Economic Development Director **DATE FOR CONSIDERATION:** 1/18/2022

ACTIONS REQUESTED: Approval of a contractor to demolish and remove the principal building at 5800 East Pickard Road (parcel ID# 14-013-20-013-00), along with removal and disposal of debris, refuse, and materials from the parcel and associated site restoration.

Current Action Emergency

Funds Budgeted in 2022: If Yes Account #248-728-974.000

Finance Approval _____

BACKGROUND INFORMATION

The above listed parcel was purchased by the East Downtown Development Authority purchased the above-listed parcel in 2021 to facilitate relocation of an existing sanitary sewer pump station, removal of a functionally obsolete building, and future redevelopment of the land. Following an initial request for bids, the Township Manager authorized Mid-State Asbestos Removal Services to perform the required pre-demolition asbestos abatement survey of the building. Following receipt of the survey report in mid-December, an updated invitation to bid on the demolition work was shared with all five of the contractors who responded to the initial request. A copy of this document is included in the agenda packet for reference.

The Township received bids from the following three (3) contractors by the 1/5/2022 deadline:

Bidder	Cost Proposal
The Isabella Corporation	\$35,750.00*
Bolle Contracting	\$14,000.00
McGuirk Sand & Gravel	\$15,785.00
*Bid includes \$2,500 and \$6,500 deductions if certain alternative proposals are accepted	

A copy of each bid is included in the agenda packet for your review.

EVALUATION

Staff has evaluated the bids based on the specifications included in the invitation to bid document. All three contractors have the capacity and experience to do the requested work. All three (3) bids were found to be responsive. Staff noted that the McGuirk Sand & Gravel bid was the only bid response to make specific note of the Township’s request to permanently close and cap an existing well on the property. Although all three contractors are well known to the Township, Bolle Contracting provided the only bid response that included references for similar projects. The Isabella Corporation bid was the only one to include qualifiers that, if accepted,

could reduce the overall cost of their scope of work. Bolle Contracting provided the low bid at \$14,000.00.

Based on the results of this evaluation, staff would be pleased to work with any of the three bidders for this project.

To ensure that the requested scope of work is completed, staff recommends that any motion by the EDA Board to approve the successful bidder also indicate that this bid is accepted with the qualification that the Updated Invitation to Bid document be specifically required to be incorporated into and made part of the authorization for services to ensure that all requested work under Scope of Request is completed.

JUSTIFICATION

The EDA is charged with overseeing local economic development activities within the DDA Districts. As outlined in the Township's Economic Development Plan, EDA goals include attracting and retaining businesses, and increasing recreational activities, events, and tourism in the area.

The EDA has invested substantial resources in the establishment and maintenance of streetscape improvements, including gateway banners, streetlighting, benches, an irrigation system, and flowers along the E. Pickard Rd. corridor. Together, these improvements provide a distinct visual character for the East DDA District that is welcoming to visitors and supports local business investment and growth.

The existing building at 5800 E. Pickard Rd. is functionally obsolete. Demolition of this structure and relocation of the sewer pump station to the south end of the property will help to facilitate future redevelopment of this lot in a manner more consistent with the desired character of this corridor, and will promote new economic development opportunities in this area of the Township.

BOARD OF TRUSTEES GOALS ADDRESSED

Board of Trustees goals addressed (from Policy 1.0: Global End):

6. Commerce

The building demolition and future redevelopment of this property would help to facilitate economic development in the area by improving the visual character and functionality of the property (1.6). EDA control of this lot would also help to prevent establishment of potentially undesirable businesses that might otherwise come into this functionally obsolete building (1.6.1).

COSTS

Adequate funds are included in the FY2022 budget for the East DDA District's Economic Development Fund to cover the cost of the requested work. The successful bidder would be expected to complete the project for the amount of their cost proposal.

PROJECT TIMETABLE

The requested work would be completed during the 2022 construction season, with the specific timeframe to be coordinated between the Director and the contractor.

RESOLUTION

Motion to approve the bid from _____ to demolish and remove the principal building at 5800 East Pickard Road (parcel ID# 14-013-20-013-00), along with removal and disposal of debris, refuse, and materials from the parcel and associated site restoration for a fee not to exceed \$_____.00.

This bid is accepted with the qualification that the Updated Invitation to Bid document be specifically required to be incorporated into and made part of the authorization for services to ensure that all requested work under Scope of Request is completed.

Resolved by _____ Seconded by _____

- Yes:
- No:
- Absent:

EDA Chair



2201 Commerce Drive
Mt. Pleasant, MI 48858

Phone:(989) 772-5890
Fax:(989) 773-2978



Charter Township of Union
2012 S. Lincoln Road
Mt. Pleasant, MI 48858

1/5/2022

Attn: Rodney Nanney

Project: 5800 E. Pickard Road Building Demolition
Mt. Pleasant, Michigan 48858

Scope:

- Excavate and abandon the sanitary lead to the building at the property line as required by DPW
- Remove and replace asphalt parking lot as required to excavate sewer lead at property line
- Excavate and abandon the water service to the building at the curb stop as required by DPW
- Ensure all other utilities have been disconnected prior to demolition
- Perform asbestos abatement prior to demolition
- Demolish and remove existing building structure including roof, walls, concrete slabs and foundations
- Backfill foundation trenches with clean fill dirt
- Restoration of areas disturbed by our work with topsoil and seed (to be completed in spring 2022)
- Work will be completed by May 30, 2022

Total Lump Sum: \$ 35,750.00

Conditions:

- Restoration will be completed in spring once the ground thaws
- Asphalt paving will be completed in spring once asphalt plant opens

Voluntary Alternates:

- If it is not required to replace the asphalt in the parking lot after abandoning the sanitary sewer, leaving only a gravel surface, please deduct \$2500 from our lump sum price.
- If sanitary sewer lead can be abandoned 3' outside the foundation wall instead of at the property line, please deduct \$6500 from our lump sum price.

Approximate Timeline for Work:

- Asbestos Abatement ~1 month
- Disconnect Utilities ~ 2 Weeks
- Demolition ~ 1 Week
- Restoration ~ 1 Week
- Parking lot reconstruction ~ 1 Week

Please Notify us within 20 days of this proposal to hold this price.

Terms are net 30 days with no retainage and 1.5% per month due on all past due amounts.

If you should have any questions or concerns regarding this quote, please feel free to Contact me at your convenience.

Sincerely,

Jeremy Zalud

Jeremy Zalud Cell: (989) 330-1055
Email: jmzalud@isabellacorporation.com

Accepted by:

Date:



ISABE-1

OP ID: T.J

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/16/2021

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

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

PRODUCER The Mayan Agency P.O. Box 578 140 W. Saginaw St. Merrill, MI 48637 The Mayan Agency	989-643-7207	CONTACT NAME: Thomas J Mayan PHONE (A/C, No, Ext): 989-643-7207 E-MAIL ADDRESS: tom@mayanagency.com	FAX (A/C, No): 989-643-7482
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED The Isabella Corp. 2201 Commerce Dr. Mt. Pleasant, MI 48858	INSURER A: Home Owners Insurance Co.		26638
	INSURER B: Auto Owners Insurance Co.		18988
	INSURER C: Capitol Specialty Ins Corp		
	INSURER D:		
	INSURER E:		
INSURER F:			

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X	X	14016168	04/01/2021	04/01/2022	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 1,000,000
								\$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	X	X	4468167300	04/01/2021	04/01/2022	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
A	UMBRELLA LIAB EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	X	X	4272292200	04/01/2021	04/01/2022	EACH OCCURRENCE	\$ 6,000,000
							AGGREGATE	\$ 6,000,000
								\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		X	14001263	04/01/2021	04/01/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$ 500,000
							E.L. DISEASE - EA EMPLOYEE	\$ 500,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000
C	Pollution Liabl			EV20182548-04	09/06/2021	09/06/2022	Each Incl	1,000,000
							Aggregate	1,000,000

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

Pump Station #7 Upgrades

CERTIFICATE HOLDER**CANCELLATION**

Charter Township of Union and
 Department of Public Works
 2010 S Lincoln Rd
 Mt Pleasant, MI 48858

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Physical Address:
 3046 Jen's Way
 Mt. Pleasant, MI 48858



Mailing Address:
 P.O. Box 530
 Mt. Pleasant, MI 48804

Office: (989) 772-1309 - Fax: (989) 773-4393 - info@mcguirksand.com - www.mcguirksand.com

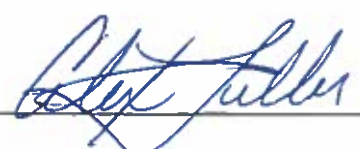
To:	The Charter Township Of Union	Contact:	Rodney Nanney
Address:	2010 S. Lincoln Road Mt. Pleasant, MI 48858 USA	Phone:	(989) 772-4600
Project Name:	5800 East Pickard Road Demolition	Fax:	
Project Location:	5800 E. Pickard Road, Mt. Pleasant, MI	Bid Number:	
		Bid Date:	1/5/2022

Item #	Item Description	Estimated Quantity	Unit
10	Mobilization / General Conditions / Permits	1.00	LS
20	Asbestos Abatement And Disposal	1.00	LS
30	Structural Demolition And Disposal	1.00	LS
40	Backfill With Class II Sand	280.00	CY
50	Utility Capping (Sanitary And Water)	1.00	LS
60	Abandon Existing Water Well	1.00	LS
70	De-Mobilization	1.00	LS

Total Bid Price: \$15,785.00

Payment Terms:

Net 30 days.

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: McGuirk Sand And Gravel, Inc.</p> <p>Authorized Signature: </p> <p>Estimator: Alex Fuller (989) 772-1309 alex.fuller@mcguirksand.com</p>
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Office: 989-772-1309
Fax: 989-773-4393
info@mcguirksand.com
website: mcguirksand.com

Additional Bid Information

Scope of Work

Within 10-days of Award and Contract signing, McGuirk Sand-Gravel, Inc. (MSG) will commence work on this contract. Contract work should be completed within 45 days assuming the utilities (gas and electric) disconnect are performed in a timely matter.

- Acquire the Demolition permit for the Union Township Building Department.
- Subcontracted Asbestos Abatement Contractor will notify required agencies of the intent to abate identified ACM (asbestos containing materials).
- Subcontracted Asbestos Abatement Contractor will perform proper abatement and disposal of the identified ACM.
- MSG will prepare and submit the required DEQ 10-day notice when structure has been cleared of the identified ACM.
- MSG will Notify Miss Dig and verify that the electric and gas service have been properly disconnected (by others).
- After the required 10-day wait-time of DEQ notification, MSG by mean of hydraulic excavator will demolish and load structure for transportation to licensed Landfill.
- Demo debris will be transported to Type II License Landfill. MSG will submit load tickets of disposal when completed.
- MSG will remove and dispose of the perimeter block masonry foundation walls and concrete footing to local recycling facility.
- Void created by the structure's crawlspace will be filled with Class II Sand.
- Site will be filled and graded to a level condition.

Proposal Does Not Include:

- Abatement and disposal of ACM not identified in the prepared survey.
- Any additional surveying.
- Topsoil placement on disturbed area.
- Seeding and mulch on disturbed area.
- Removal and/or repairs to any other structures not identified in the proposal.

Excavating * Trucking * Site Work * Land Development

Physical Address:
3046 Jen's Way
Mt. Pleasant, MI 48858

Mailing Address:
P.O. Box 530
Mt. Pleasant, MI 48804



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/30/2021

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

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PRODUCER leuter Insurance Group 414 Townsend Midland MI 48640		CONTACT NAME:	
		PHONE (A/C, No, Ext): 989-835-6701	FAX (A/C, No): 989-835-2964
		E-MAIL ADDRESS: certs@leuter.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A : Michigan Millers Mutual	14508
		INSURER B : AIG	
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

COVERAGES **CERTIFICATE NUMBER: 1963665323** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	C0539176	6/1/2021	6/1/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Property Damage \$ \$1M EA / \$2M AGG
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNER AUTOS ONLY <input checked="" type="checkbox"/> DESCRIPTION OF OPERATIONS / OPERATIONS VEHICLES ACORD 101, Additional Remarks Schedule, may be attached if more space is available		V0511480	6/1/2021	6/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		L0106610	6/1/2021	6/1/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	W0520402	6/1/2021	6/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B A	Trans/Contractors Pollution Rented/Leased Equipment		EVP1001322-01 C0539176	6/1/2021 6/1/2021	6/1/2022 6/1/2022	Agg Limit \$5K Ded Rented/Lease Equip \$5M EaOCC/\$5M Agg 250,000

CERTIFICATE HOLDER	CANCELLATION
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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1) Letter of Interest

A. Bolle Contracting, LLC.

- I. 408 E 4th St., Clare, MI 48617 (main office/yard)
- II. 7460 State Hwy M-123, Newberry, MI 49868

B. Contact Information:

- I. Contact Name: Mark Bolle
- II. Phone: 989-386-7311
- III. Email: mark@bollecontracting.com

C. Description of organization

- I. Bolle Contracting is a Limited Liability Company

D. Summary of the qualifications of the respondent and team

- I. Years of Experience: 21 years with over 2000 demos & Abatement

E. Experience with Federal/State grants with specific grants

- I. 11 years of experience with CDBG, NSP2, and HHF

2) State of Michigan Licensed

- I. Builder/Wrecking License
- II. Asbestos Inspector/Supervisor and Abatement License

3) Demolition Plan

- I. Bolle Contracting can complete 10 to 12 residential homes per week with two crews
- II. All concrete is recycled, any metal is recycled, any wood of value and anything that we can resell for a profit. All waste will be hauled to the landfill
- III. All work is 100% completed by Bolle Contracting LLC employees

4) Abatement Plan

- I. Bolle Contracting can complete 3 to 5 residential homes per week, depending on the type and amount of asbestos. We also have the capacity to complete commercial structures in a timely manner.
- II. All asbestos is handled as per safety standards put forth by state. All waste is taken to licensed landfill.
- III. All work is 100% completed by Bolle Contracting licensed employees

5) Selective Demolition

- I. All work to be done as per specs/drawings
- II. All debris to be disposed of properly
- III. All work is 100% completed by Bolle Contracting licensed employees

024

PROPOSAL

Bolle Contracting, LLC.

408 East Fourth
Clare, MI 48617
(989) 386-7311
Fax (989) 386-8044

PROPOSAL SUBMITTED TO Charter Township of Union	CONTACT Rodney Nanney	DATE 1/5/22
STREET 2010 S Lincoln Rd.	JOB NAME " Pickard Rd Site Restoration - Rebid"	
CITY, STATE AND ZIP CODE Mt. Pleasant, MI 48858	JOB LOCATION Union Township/Isabella County	PHONE 989-772-4600

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

Demolition @ 5800 E Pickard Rd., Mt. Pleasant

Demo Building-----

Remove concrete-----

Backfill w/ Sand-----

Demo Specs Total -----\$12,500.00

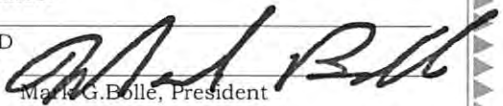
Asbestos Removal-----\$ 1,500.00

Bid Total-----\$14,000.00

PAYMENT TO BE MADE AS FOLLOWS: When job is complete.

All work will be completed in a timely and workmanlike manner according to standard practices. Any alteration or deviation from the above specification involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. We do carry all necessary insurance including commercial liability and workers compensation insurance.

AUTHORIZED
SIGNATURE



Mark G. Bolle, President

NOTE: THIS PROPOSAL MAY BE

WITHDRAWN BY US IF NOT ACCEPTED WITHIN 15 DAYS.

ACCEPTANCE OF PROPOSAL

DATE OF ACCEPTANCE

SIGNATURE



408 E. 4th St., Clare, MI 48617 (main)
7460 State Hwy M-123, Newberry, MI 49868
989-386-7311



408 E. 4th St. Clare, MI
989-386-7311

Project Timeframe Plan

Project to start 10 days after Notice of Award/Contract

Abatement – 1 day

Demolition – 2 days

All procedures will be done according to the EGLE and MIOSHA standards

Plan and Approach for Demolition

1. Get all permits & notices and make sure all disconnects are completed. Call Miss Dig.
2. Do a site survey with crew leaders.
3. Check neighboring property lines and fences; document any damage with pictures.
4. Inspect all sidewalks and roadways for damage; document with pictures.
5. Make a trucking plan for moving excavator and bringing dump trucks to the site.
6. Trim any trees that will interfere with the demo process.
7. Set up water mister and sprayer for dust control.
8. Begin demolition with excavator and start loading into trucks.
9. Clean up all wood and demo material to be hauled to landfill.
10. Remove all concrete foundation as per plans.
11. Call for inspection of open hole and sewer cap for back fill.
12. Back fill with sand and compact fill.
13. Check to make sure roadway and sidewalks are clean of sand or dirt from trucks.
14. Call for final inspection.

Bolle General Safety Plan

Bolle's employees will comply with all laws, rules, regulations, standards, and requirements applicable to work on the Jobsite, especially for general construction and asbestos removal / demolition activities. Our safety policies are the following:

- All of our machine operators and drivers are trained, qualified, authorized, and licensed.
- All of our employees will wear the required personal protective equipment for the duties performed. Each worker will wear hard hats, safety glasses, and Hi-Viz Outerwear at all times while on the Jobsite.
- Our site will be maintained and cleaned up daily with good housekeeping practices.
- Our project manager will perform a Job Safety Analysis (JSA) of each day's activity prior to any work commencement. Each JSA plan will be designed with safety as a priority. There will be no shortcuts. At the beginning of each day, the supervisor will lead the crew in a morning stretch routine along with a safety toolbox meeting. During that safety meeting the Bolle crew will discuss the goals, proper work procedures, and potential hazards of the day.
- All unsafe conditions will be immediately reported using the following chain of command: Any Bolle Worker seeing a work site deficiency, will report it directly to Bolle Management. Next, Bolle Management will then report it to the General Contractor's Superintendent or Project Manager.
- All work activities will be performed with the required safety equipment along the right tool for the job.
- All tools and equipment will be inspected and calibrated prior to using. Any defective tool or equipment will be removed from site.
- Bolle's Management will report any injury, illness, property/equipment damage, or near misses immediately to the General Contractor's Superintendent or Safety Manager. Any unsafe work practices will be immediately stopped and disciplinary action will be taken to correct the situation.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/09/2021

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

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

PRODUCER Mid Valley Insurance 9080 Gratiot Rd Saginaw, MI 48609	CONTACT NAME: Cary Starck PHONE (AG. No. Ext): (889)781-3070	FAX (AG. No.): (889)781-1640	
	E-MAIL ADDRESS: cstarck@mldv.net		
INSURED Bolle Contracting LLC DBA Bolle Environmental LLC 408 E 4th Clare, MI 48617	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: NAUTILUS INSURANCE		
	INSURER B: Michigan Millers Mutual Insurance Company		14508
	INSURER C: Travelers		
	INSURER D:		
	INSURER E:		

COVERAGES **CERTIFICATE NUMBER: 00002248-1729020** **REVISION NUMBER: 56**

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

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBR (INSR: WVD)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> XCU Coverage <input checked="" type="checkbox"/> Included GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	ECP2027631-14	11/09/2021	11/09/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 Pollution \$ 200,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		C0524410	10/27/2021	10/27/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	6KUB4N70194619	10/24/2021	10/24/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional		ECP2027631-14	11/09/2021	11/09/2022	Occurrence \$ 2,000,000

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

CERTIFICATE HOLDER For Informational Purposes	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE (CDS)
-------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
Licensing & Compliance Division
P.O. Box 30254
Lansing, MI 48909

Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
Company Builder License
Q.O. - Tracy Martin Bolle

BOLLE CONTRACTING LLC
408 EAST FOURTH STREET
CLARE, MI 48617

License No:
2102215385

Expiration Date:
05/31/2023

BOLLE CONTRACTING LLC
408 EAST FOURTH STREET
CLARE, MI 48617

GRETCHEN WHITMER
Governor

**Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
Company Builder License**

BOLLE CONTRACTING LLC
408 EAST FOURTH STREET
CLARE, MI 48617

**Qualifying Officer:
Tracy Martin Bolle
Qualifying Officer #
2101195828**

MUST BE DISPLAYED IN A CONSPICUOUS PLACE

**License No.
2102215385**

**Expiration Date:
05/31/2023**

**This document is duly
issued under the laws of the
State of Michigan**

Contractor Number
C45968

Expiration Date
8/29/2022

State of Michigan

Department of Labor and Economic Opportunity

Bolle Contracting

has satisfactorily met the requirements of Michigan Public Act 135 of 1986,
as amended, and is hereby recognized as a

LICENSED ASBESTOS ABATEMENT CONTRACTOR

Type II (5 + employees)

The issuance of this license does not ensure that asbestos indemnification insurance coverage has been acquired by the licensee. This license is nontransferable.

MIO 3003 (03/2019)
Authority: Michigan Public Act 135 of 1986, as amended

153270



Business References

Michigan's Hardest Hit Homes
Asbestos Abatement and/or Demolition of structure, fill and return to grade.

Calhoun County Land Bank
315 W Green St. Marshall, MI
269-781-0744
Amy Rose Robinson
arobinson@calhouncountymi.gov

City of Kalamazoo
241 W South St. Kalamazoo, MI
269-337-8566
Roger Iveson
ivesonr@kalamazoo.org

Kalamazoo County Land Bank
1523 Riverview Dr. Kalamazoo, MI
269-216-9669

Ingham County Land Bank
3024 Turner Rd. Lansing, MI
517-267-5221
Roxanne Case
rcase@ingham.org

City of Alma
525 E Superior St. Alma, MI
989-463-8356
Aeric Ripley

City of Bay City
301 Washington Ave. Bay City, MI
989-894-8158
Deb Kiesel
dkiesel@baycitymi.org

**City of Battle Creek
10 N Division St. Battle Creek, MI
269-966-3382
Richard Bolek**

Bolle Contracting has also completed many private projects throughout Michigan. We have also contributed a substantial amount of "kind work" to communities, including Clare Public Schools and Central Michigan University.



408 E 4th St., Clare, MI
989-386-7311

Bolle Contracting recent work completed and current work

Calhoun County Land Bank
Amy Rose Robinson 269-781-0744
\$1,300,000.00
100% completed by Bolle Contracting
Completed thru 4/2021-ongoing

City of Kalamazoo
Roger Iveson 269-337-8566
\$650,000.00
100% completed by Bolle Contracting
Completed thru 5/2021-ongoing

Kalamazoo County Land Bank
269-216-9669
\$900,000.00
100% completed by Bolle Contracting
Completed thru 12/2020-ongoing

Ingham County Land Bank
Roxanne Case 517-267-5221
\$1,901,000.00
100% completed by Bolle Contracting
Completed thru 12/2020-ongoing

City of Alma
Aeric Ripley 989-463-8356
\$121,000.00
100% completed by Bolle Contracting
Completed 10/2017

City of Bay City
Deb Kiesel 989-894-8158
\$625,000.00
100% completed by Bolle Contracting
Completed thru 4/2021-ongoing

City of Battle Creek
Richard Bolek 269-966-3382
\$349,000.00
100% completed by Bolle Contracting
Completed thru 4/2021-ongoing

Central Michigan University / Clark Construction
Toni Berry 231-373-6960
\$370,000.00
100% completed by Bolle Contracting
Completed 8/2019

Mid-Michigan College / Three Rivers Corporation
Adam Jankowiak 989-631-6960
\$321,000.00
100% completed by Bolle Contracting
Completed 10/2019

Clare Public Schools Football Field
989-386-6055
\$125,000.00 (in kind work)
100% completed by Bolle Contracting
Completed 11/2016

City of Lansing
Stephanie Robinson 517-702-6197
\$500,000.00
100% completed by Bolle Contracting
Completed thru 12/2020- ongoing

City of Jackson
Shelly Allard 517-788-4020
\$700,000.00
100% completed by Bolle Contracting
Completed thru 7/2021-ongoing

State of Michigan - DTMB
Linda Feldpausch 517-284-7910
Caro Center - \$582,000.00 / 2020
Rose Lake - \$144,000.00 / 2019
MDOC Newberry - \$937,000 / 2021
100% completed by Bolle Contracting
Completed thru 2020 – on going

Cherry Capital Airport – Traverse City
Bob Neelson 231-946-2394
\$117,500.00
100% completed by Bolle Contracting
Completed thru 7/2021

Grand Rapids Public Schools
Long Nguyen 616-819-2175
\$47,000.00
100% completed by Bolle Contracting
Completed 8/2020

Saginaw Intermediate School District
John Farver 989-737-1099
\$78,500.00
100% completed by Bolle Contracting
Completed 6/2020

Clare County Drain Commission
Troy Andrews 810-235-2555
\$531,000.00
100% Bolle Contracting
Started 5/2021 – Ongoing

Pinconning Area Schools
605 W 5th St.
Pinconning, MI 48650
\$114,000.00
100% Bolle Contracting
Completed 7/6/2021 – 8/6/2021

Qwinn Area Community Schools
50 W State Hwy M-35
Gwinn, MI 49841
\$39,490.00
100% Bolle Contracting
Completed 6/21/21 – 7/2/21

Harrison Community Schools
224 W Main St.
Harrison, MI 48625
\$216,000.00
100% Bolle Contracting
Completed 7/2021 – 10/2021

Isabella County Road Commission
2261 E Remus Rd.
Mt. Pleasant, MI 48858
989-773-7131
\$100,000.00
100% Bolle Contracting – Demo
Completed 5/2021

JC Penney – Remodel (Selective Demolition)
2231 S. Mission Rd.
Mt. Pleasant, MI 48858
\$50,000.00
100% Completed by Bolle Contracting
9/2021 – 11/2021



408 E. 4th St. Clare, MI
989-386-7311

Although every demolition job is unique, here is a list of a few that we have completed recently that have included environmental contamination and/or Haz-Mat.

City of Alma – 2017
29,000 SF Lumberyard w/underground gas tanks.
Aeric Ripley
989-463-8356

Village of Kalkaska – 2015
40,000 SF Erb Lumber and Chamber of Commerce buildings
was used prior as a gas station with oil tanks
Scott Yost
231-258-9191

City of Kalamazoo – 2018
25,000 SF Bowling Alley
Bob McNutt
269-337-8566

Central Michigan University Kelly/Shorts Stadium – 2019
16,000 SF Football Stadium Locker Room
Jeff Suty
989-774-2770

Main Farm LLC. Greenville MI – 2019
60,000 SF Farm Equipment Storage Building
Fire damaged with equipment and oils/gases
616-754-7760 \$10,000

Farm Bureau Insurance – 2016
50,000 SF Hog Farm
Remus, MI
Randy Knoll
rknoll@fbinsmi.com

Michigan Land Bank Fast Track Authority
4000 SF Laundry Mat / Dry Cleaners
West Branch, MI \$35,800
Linda Horak
517-335-8212

State of Michigan/DTMB - 2019
Rose Lake Wildlife Area East Lansing-DNR
Select structure demolition & Abatement
Kristi Zakrzewski \$130,350
517-243-5669

Vande Bunte Egg Farm - 2020
50,000 SF Barn Fire Clean up Demolition
300,000 poultry remains
Otsego, MI \$55,000
Adam Dickerson
269-615-2111

Rib Shack Restaurant-2020
2000 SF Fire Clean Up Demolition
Saginaw, MI \$18,500
Dave Sova
989-752-8644

Keystone Automotive Warehouse-2020
500,000 sf Fire Clean Up Demolition
Greenville, MI \$188,000
Tom Owen
616-262-7396

Bay Aggregates Warehouse - 2020
Demolition & Abatement
Bay City, MI \$97,500
Kevin Cotter
989-667-5990

All work performed 100% by Bolle Contracting employees



Community and Economic Development Department
2010 S. Lincoln Rd.
Mt. Pleasant, MI 48858
989-772-4600 ext. 232

UPDATED INVITATION TO BID:

Thank you for your initial response to our earlier request for bids to demolish and remove the principal building at 5800 East Pickard Road (parcel ID# 14-013-20-013-00), along with removal and disposal of debris, refuse, and materials from the parcel and associated site restoration.

Please accept this as an updated invitation to bid on this demolition project. Please note that this invitation is only being sent to the contractors who responded to the initial request for bids.

Attached to this invitation are the following additional items of information to assist you in preparing your bid proposal:

- 1. Mid-State Asbestos Removal, Inc. Pre-Demolition ACM Survey (12/1/2021)**
- 2. SanAir Technologies Laboratory Analysis Report for 5800 E. Pickard (12/7/2021)**

Invitation

The Charter Township of Union (Isabella County, Michigan) is seeking bids for demolition and removal of the principal building at 5800 East Pickard Rd (parcel ID# 14-013-20-013-00), along with removal and disposal of debris, refuse, and materials from the parcel and associated site restoration.

Please plan to deliver your proposal to the Township by 1:00pm on 1/5/2022.

Thank you.

**PROPOSALS MUST BE RECEIVED BY
THE TOWNSHIP BEFORE 1:00 P.M. ON
WEDNESDAY, JANUARY 5, 2022**

Staff Contact Information

Rodney Nanney, AICP, Community and Economic Development Director
(989) 772-4600 Ext. 232
rnanney@uniontownshipmi.com

Background

The East Downtown Development Authority purchased the property in 2021 for the purpose of relocation of an existing sanitary sewer pump station, removal of a functionally obsolete building, and future redevelopment of the land.

Access to the Building

The Charter Township of Union will provide access to the building at 5800 East Pickard Rd. during regular business hours by appointment. Please contact Rodney Nanney, AICP, Community and Economic Development Director, at (989) 772-4600 Ext. 232 to set up an appointment time.

Scope of Request

The Charter Township of Union is soliciting bids for the abatement and cleanup of the structure located on the parcel of land at 5800 East Pickard Rd (Parcel No. 14-013-20-013-00), which is located on Pickard Rd at Enterprise Dr (southeast corner) in the NE¼ of Section 13. The following scope of services is requested to restore the subject parcel of land:

- 1. Abatement and demolition of the principal building on the parcel at 5800 East Pickard Rd (Parcel No. 14-013-20-013-00), which shall include at a minimum:**
 - a. **Mobilization**: Includes all labor, equipment, materials, and incidentals to mobilize to the project site to perform the work. It includes all supervision of successful Respondent personnel, and office support. It includes project meetings, surveying, site security, temporary controls and utilities, pre-work submittals, personal protective equipment, permits, disposal approvals, erosion controls, barricades, traffic control, trash disposal, cleaning, and demobilization.
 - b. **Utilities**: It will be the successful bidder's responsibility to verify that all utilities are disconnected and secured as required by regulation, local ordinance or, at a minimum, generally accepted methods. The successful bidder is responsible for contacting MISS DIG, the Charter Township of Union's Public Services Department (municipal water and sanitary sewer), and all other public and private utilities serving the site to verify that utilities are disconnected prior to demolition. The successful bidder is responsible for cutting and capping all public and private utilities, including any well capping and compliance with the Township Public Services Department requirements for removal and capping of municipal water and sanitary sewer leads.
 - c. **Asbestos Containing Materials**: Includes all labor, equipment, materials, incidentals, transportation, and disposal fees for the pre-demolition abatement of asbestos containing materials. The successful bidder shall submit a Notification of Intent to Renovate/Demolish to Michigan Department of Environment, Great Lakes and Energy (EGLE) and the MIOSHA Asbestos Program at the Michigan Department of Licensing and Regulatory Affairs (LARA) and shall conform to all applicable requirements of these agencies.

- d. Universal and Hazardous Waste: Include all labor, equipment, materials, and incidentals, transportation and disposal fees needed to manage universal waste and hazardous waste as regulated by the State of Michigan.
- e. Demolition: Includes all labor, equipment, materials, fees, permits and incidentals needed to demolish the building including, but not limited to the concrete slabs, footings, and foundations. **Parking lots and signs are to remain intact and untouched.** Use of explosives and on-site burning of debris is strictly prohibited. Demolished materials shall become the successful bidder's property and shall be removed, recycled, or disposed of off-site in an appropriate and legal manner.
- f. Site Restoration: Site restoration shall include general backfilling, leveling, and compaction of fill as needed.
- g. Road Damage: The successful bidder is required to repair, in-kind or better, any areas of the successful Respondent's access point, including but not limited to E. Pickard Road and Enterprise Drive, that were damaged or disturbed as a result of the successful bidder's work or access.
- h. Demobilization: Includes all labor, equipment, materials, and incidentals to complete balance of the work under the bidding documents, including but not limited to site demobilization including removing personnel, equipment, supplies, rubbish, and incidentals from the project site.

Proposal Details

1. **Cover letter** signed by the consultant or appropriate authorized official for the firm, with contact information.
2. **Cost proposal.** Provide a complete cost of work to complete the requested scope of work for the project.
3. **Timing of completion.** Bids must include the contractor's anticipated timeframe for starting and a planned completion timeframe from authorization.
4. **Scope of work.** Provide a detailed Project Work Plan, which shall include a method to protect roads and underground utilities, a healthy and safety plan, and descriptions of the means, methods, materials, and procedures for completing all elements of the project.
5. **Insurance.** Bids must include copies of all necessary insurance policies, along with the limits for each policy, and copies of all licenses that may be required by any local, state, or federal agency.
6. **Additional attachments.** The bidder may attach up to five (5) additional pages of information about the contractor or services to be provided, including any testimonials.

Service Agreement

Acceptance of your proposal will be contingent upon execution of a service agreement between the Township and the successful bidder.

Deadline for Submittal

You are invited to submit a sealed envelope clearly marked “5800 E. Pickard Rd. Demolition” containing your proposal and documents, to the Township’s Community and Economic Development Director no later than **1:00 p.m. on Wednesday, January 5, 2022**. Submittals received after this deadline may not be considered.

Send the sealed envelope with your proposal to:

Rodney Nanney, AICP, Community and Economic Development Director
Charter Township of Union
2010 South Lincoln Road
Mount Pleasant, MI 48858

Or via email to: rnanney@uniontownshipmi.com

Right of Decision/Rejection

The Township reserves the right to make all decisions regarding this request, including, without limitation, the right to decide whether a bid does or does not substantially comply with the requirements of or meet the objectives of this request.

The Township reserves the right to reject any or all bids received if it determines in its sole discretion that the proposals received will not achieve the objectives set forth in the Scope of Request.

Questions

Questions about this request should be directed to:

Rodney Nanney, AICP, Community and Economic Development Director
Charter Township of Union
2010 South Lincoln Road
Mount Pleasant, MI 48858

Phone: (989) 772-4600 Ext. 232

Email: rnanney@uniontownshipmi.com

5800 East Pickard Road
Mount Pleasant, MI
Pre Demolition ACM Survey
12/1/2021



LICENSED
and
INSURED

MID-STATE ASBESTOS REMOVAL, INC.

817 N. HUBBARD • P.O. BOX 66 • ST. LOUIS, MICHIGAN 48860

Insulation • Sprayed Fireproofing • Asbestos Abatement

Select Demolition • Environmental Inspections

Commercial • Industrial • Residential

TONY KIRBY

CELL: 989-620-4258

TONY@MARINC.NET

BUS. 989-681-2413

FAX: 989-681-4187



The Identification Specialists

Analysis Report
prepared for
Mid-State Asbestos Removal, Inc

Report Date: 12/7/2021

Project Name: 5800 East Pickard Road, Mount Pleasant, MI

Project #: 000000

SanAir ID#: 21074587



NVLAP LAB CODE 200870-0

10501 Trade Court | North Chesterfield, Virginia 23236
888.895.1177 | 804.897.1177 | fax: 804.897.0070 | IAQ@SanAir.com | SanAir.com



SanAir ID Number

21074587

FINAL REPORT

12/7/2021 9:56:37 AM

Name: Mid-State Asbestos Removal, Inc
Address: PO Box 66
St Louis, MI 48880
Phone: 989-681-2413

Project Number: 000000
P.O. Number: Rodney Nanney
Project Name: 5800 East Pickard Road, Mount Pleasant, MI
Collected Date: 12/1/2021
Received Date: 12/2/2021 10:40:00 AM

Dear GDChurch,

We at SanAir would like to thank you for the work you recently submitted. The 25 sample(s) were received on Thursday, December 02, 2021 via FedEx. The final report(s) is enclosed for the following sample(s): 001, 002, 003, 004, 005, 006, 007, 008, 009, 010, 011, 012, 013, 014, 015, 016, 017, 018, 019, 020, 021, 022, 023, 024, 025.

These results only pertain to this job and should not be used in the interpretation of any other job. This report is only complete in its entirety. Refer to the listing below of the pages included in a complete final report.

Sincerely,

Sandra Sobrino
Asbestos & Materials Laboratory Manager
SanAir Technologies Laboratory

Final Report Includes:

- Cover Letter
- Analysis Pages
- Disclaimers and Additional Information

Sample conditions:

- 3 samples in Discrepancy w/ COC condition. (#8, #9, #10)
- 22 samples in Good condition.



SanAir ID Number
21074587
 FINAL REPORT
 12/7/2021 9:56:37 AM

Name: Mid-State Asbestos Removal, Inc
Address: PO Box 66
 St Louis, MI 48880
Phone: 989-681-2413

Project Number: 000000
P.O. Number: Rodney Nanney
Project Name: 5800 East Pickard Road, Mount Pleasant, MI
Collected Date: 12/1/2021
Received Date: 12/2/2021 10:40:00 AM

Analyst: Hogrefe, Sarah

Asbestos Bulk PLM EPA 600/R-93/116

SanAir ID / Description	Stereoscopic	Components		Asbestos Fibers
	Appearance	% Fibrous	% Non-fibrous	
001 / 21074587-001 Laminate Flooring / FS1-1	Brown Fibrous Heterogeneous	98% Cellulose	2% Other	None Detected
002 / 21074587-002 Vapor Barrier / Floor / FS1-1	Brown Fibrous Homogeneous	65% Cellulose	35% Other	None Detected
003 / 21074587-003 Laminate Flooring / FS1-1, Flooring	Brown Fibrous Heterogeneous	98% Cellulose	2% Other	None Detected
003 / 21074587-003 Laminate Flooring / FS1-1, Backing	White Non-Fibrous Homogeneous		100% Other	None Detected
004 / 21074587-004 Ceramic Tile / 12x12 / FS1-1, Ceramic Tile	Tan Non-Fibrous Homogeneous		100% Other	None Detected
004 / 21074587-004 Ceramic Tile / 12x12 / FS1-1, Mortar	Gray Non-Fibrous Heterogeneous		100% Other	None Detected
004 / 21074587-004 Ceramic Tile / 12x12 / FS1-1, Grout	Brown Non-Fibrous Heterogeneous		100% Other	None Detected
005 / 21074587-005 Drywall / Textured / FS1-1, Drywall	White Non-Fibrous Homogeneous	5% Cellulose	95% Other	None Detected
005 / 21074587-005 Drywall / Textured / FS1-1, Texture	White Non-Fibrous Homogeneous		100% Other	None Detected
006 / 21074587-006 Drywall / Textured / FS1-1, Drywall	White Non-Fibrous Homogeneous	5% Cellulose	95% Other	None Detected

Analyst:

Approved Signatory:

Analysis Date: 12/7/2021

Date: 12/7/2021



SanAir ID Number
21074587
 FINAL REPORT
 12/7/2021 9:56:37 AM

Name: Mid-State Asbestos Removal, Inc
Address: PO Box 66
 St Louis, MI 48880
Phone: 989-681-2413

Project Number: 000000
P.O. Number: Rodney Nanney
Project Name: 5800 East Pickard Road, Mount Pleasant, MI
Collected Date: 12/1/2021
Received Date: 12/2/2021 10:40:00 AM

Analyst: Hogrefe, Sarah

Asbestos Bulk PLM EPA 600/R-93/116

SanAir ID / Description	Stereoscopic	Components		Asbestos Fibers
	Appearance	% Fibrous	% Non-fibrous	
006 / 21074587-006 Drywall / Textured / FS1-1, Texture	White Non-Fibrous Homogeneous		100% Other	None Detected
007 / 21074587-007 Drywall / Textured / FS1-2, Drywall	White Non-Fibrous Homogeneous	5% Cellulose	95% Other	None Detected
007 / 21074587-007 Drywall / Textured / FS1-2, Texture	White Non-Fibrous Homogeneous		100% Other	None Detected
008 / 21074587-008 Wallboard / FS1-1, Drywall	White Non-Fibrous Homogeneous	5% Cellulose	95% Other	None Detected
008 / 21074587-008 Wallboard / FS1-1, Plaster	Gray Non-Fibrous Heterogeneous		100% Other	None Detected
008 / 21074587-008 Wallboard / FS1-1, Skim Coat	White Non-Fibrous Homogeneous		100% Other	None Detected
009 / 21074587-009 Wallboard / FS1-1, Drywall	White Non-Fibrous Homogeneous	5% Cellulose	95% Other	None Detected
009 / 21074587-009 Wallboard / FS1-1, Plaster	Gray Non-Fibrous Heterogeneous		100% Other	None Detected
009 / 21074587-009 Wallboard / FS1-1, Skim Coat	White Non-Fibrous Homogeneous		100% Other	None Detected
010 / 21074587-010 Wallboard / FS1-3, Plaster	Gray Non-Fibrous Heterogeneous		100% Other	None Detected

Analyst:

Approved Signatory:

Analysis Date: 12/7/2021

Date: 12/7/2021



SanAir ID Number
21074587
 FINAL REPORT
 12/7/2021 9:56:37 AM

Name: Mid-State Asbestos Removal, Inc
Address: PO Box 66
 St Louis, MI 48880
Phone: 989-681-2413

Project Number: 000000
P.O. Number: Rodney Nanney
Project Name: 5800 East Pickard Road, Mount Pleasant, MI
Collected Date: 12/1/2021
Received Date: 12/2/2021 10:40:00 AM

Analyst: Hogrefe, Sarah

Asbestos Bulk PLM EPA 600/R-93/116

SanAir ID / Description	Stereoscopic Components			Asbestos Fibers
	Appearance	% Fibrous	% Non-fibrous	
010 / 21074587-010 Wallboard / FS1-3, Skim Coat	White Non-Fibrous Homogeneous		100% Other	None Detected
011 / 21074587-011 Caulk / Window / Interior / FS1-1	White Non-Fibrous Homogeneous		100% Other	None Detected
012 / 21074587-012 Adhesive / Carpet / FS1-3	Yellow Non-Fibrous Homogeneous		100% Other	None Detected
013 / 21074587-013 Flooring / FS1-6, Mastic	Yellow Non-Fibrous Homogeneous		100% Other	None Detected
013 / 21074587-013 Flooring / FS1-6, Flooring	White Non-Fibrous Heterogeneous	5% Cellulose	75% Other	20% Chrysotile
013 / 21074587-013 Flooring / FS1-6, Mastic	Tan Non-Fibrous Homogeneous		100% Other	None Detected
014 / 21074587-014 Flooring / FS1-5, Mastic	Yellow Non-Fibrous Homogeneous		100% Other	None Detected
014 / 21074587-014 Flooring / FS1-5, Flooring	White Non-Fibrous Homogeneous		95% Other	5% Chrysotile
014 / 21074587-014 Flooring / FS1-5, Mastic	Black Non-Fibrous Homogeneous		97% Other	3% Chrysotile
015 / 21074587-015 Ceramic Tile / Various / FS1-7, Ceramic Tile	Various Non-Fibrous Homogeneous		100% Other	None Detected

Analyst:

Approved Signatory:

Analysis Date: 12/7/2021

Date: 12/7/2021



SanAir ID Number
21074587
 FINAL REPORT
 12/7/2021 9:56:37 AM

Name: Mid-State Asbestos Removal, Inc
Address: PO Box 66
 St Louis, MI 48880
Phone: 989-681-2413

Project Number: 000000
P.O. Number: Rodney Nanney
Project Name: 5800 East Pickard Road, Mount Pleasant, MI
Collected Date: 12/1/2021
Received Date: 12/2/2021 10:40:00 AM

Analyst: Hogrefe, Sarah

Asbestos Bulk PLM EPA 600/R-93/116

SanAir ID / Description	Stereoscopic		Components		Asbestos Fibers
	Appearance	% Fibrous	% Non-fibrous		
015 / 21074587-015 Ceramic Tile / Various / FS1-7, Mortar	Gray Non-Fibrous Heterogeneous		100% Other		None Detected
015 / 21074587-015 Ceramic Tile / Various / FS1-7, Grout	Brown Non-Fibrous Heterogeneous		100% Other		None Detected
016 / 21074587-016 Ceramic Tile / Backsplash / FS1-7, Ceramic Tile	Tan Non-Fibrous Homogeneous		100% Other		None Detected
016 / 21074587-016 Ceramic Tile / Backsplash / FS1-7, Mastic	Yellow Non-Fibrous Homogeneous		100% Other		None Detected
016 / 21074587-016 Ceramic Tile / Backsplash / FS1-7, Grout	Brown Non-Fibrous Heterogeneous		100% Other		None Detected
016 / 21074587-016 Ceramic Tile / Backsplash / FS1-7, Joint Compound	White Non-Fibrous Homogeneous		100% Other		None Detected
017 / 21074587-017 Insulation / Loose Fill / FSAttic	Brown Fibrous Homogeneous	99% Cellulose	1% Other		None Detected
018 / 21074587-018 Insulation / Loose Fill / FSAttic	Brown Fibrous Homogeneous	99% Cellulose	1% Other		None Detected
019 / 21074587-019 Insulation / Loose Fill / FSAttic	Brown Fibrous Homogeneous	99% Cellulose	1% Other		None Detected
020 / 21074587-020 Caulk / Window / Exterior / FSExt	Tan Non-Fibrous Homogeneous		100% Other		None Detected

Analyst:

Approved Signatory:

Analysis Date: 12/7/2021

Date: 12/7/2021



SanAir ID Number
21074587
 FINAL REPORT
 12/7/2021 9:56:37 AM

Name: Mid-State Asbestos Removal, Inc
Address: PO Box 66
 St Louis, MI 48880
Phone: 989-681-2413

Project Number: 000000
P.O. Number: Rodney Nanney
Project Name: 5800 East Pickard Road, Mount Pleasant, MI
Collected Date: 12/1/2021
Received Date: 12/2/2021 10:40:00 AM

Analyst: Hogrefe, Sarah

Asbestos Bulk PLM EPA 600/R-93/116

SanAir ID / Description	Stereoscopic	Components		Asbestos Fibers
	Appearance	% Fibrous	% Non-fibrous	
021 / 21074587-021 Mortar / Foundation / FSExt	Gray Non-Fibrous Heterogeneous		100% Other	None Detected
022 / 21074587-022 Shingle / Roof / FSExt	Black Non-Fibrous Heterogeneous	30% Cellulose	70% Other	None Detected
023 / 21074587-023 Paper / Roof / FSExt	Black Fibrous Homogeneous	65% Cellulose	35% Other	None Detected
024 / 21074587-024 Shingle / Roof / FSExt	Gray Non-Fibrous Heterogeneous	25% Cellulose	75% Other	None Detected
025 / 21074587-025 Paper / Roof / FSExt	Black Fibrous Homogeneous	65% Cellulose	35% Other	None Detected

Analyst:

Approved Signatory:

Analysis Date: 12/7/2021

Date: 12/7/2021

Disclaimer

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Samples are held for a period of 60 days. Fibers smaller than 5 microns cannot be seen with this method due to scope limitations.

For NY state samples, method EPA 600/M4-82-020 is performed.

NYELAP Disclaimer:

Polarized- light microscopy is not consistently reliable in detecting asbestos in floor covering and similar non-friable organically bound materials. Quantitative transmission electron microscopy is currently the only method that can be used to determine if this material can be considered or treated as non-asbestos containing.

Asbestos Certifications

NVLAP lab code 200870-0

City of Philadelphia: ALL-460

PA Department of Environmental Protection Number: 68-05397

California License Number: 2915

Colorado License Number: AL-23143

Connecticut License Number: PH-0105

Massachusetts License Number: AA000222

Maine License Number: LB-0075, LA-0084

New York ELAP lab ID: 11983

Rhode Island License Number: PCM00126, PLM00126, TEM00126

Texas Department of State Health Services License Number: 300440

Commonwealth of Virginia 3333000323

Washington State License Number: C989

West Virginia License Number: LT000616

Vermont License: AL166318

Louisiana Department of Environmental Quality: 212253, Cert 05088

Revision Date: 8/14/2020



1551 Oakbridge Dr. STE B
 Powhatan, VA 23139
 804.897.1177 / 888.895.1177
 Fax 804.897.0070
sanair.com

Asbestos
Chain of Custody
 Form 140, Rev 3, 8/28/19

SanAir ID Number
 21074587

Company: MidState Asbestos Removal, Inc.		Project #: 000000	Collected by: GDChurch
Address: 817 North Hubbard Street		Project Name: 5800 East Pickard Road, Mount Pleasant, MI	Phone #: 989 681 8180
City, St., Zip: St Louis, MI		Date Collected: 12/1/2021	Fax #:
State of Collection:	Account#:	P.O. Number: Rodney Nanney, nanney@uniontownshipmi.com	Email: gdc@vetshomeinspections.com

Bulk			Air			Soil		
ABB	PLM EPA 600/R-93/116	<input checked="" type="checkbox"/>	ABA	PCM NIOSH 7400	<input type="checkbox"/>	ABSE	PLM EPA 600/R-93/116 (Qual.)	<input type="checkbox"/>
	Positive Stop	<input checked="" type="checkbox"/>	ABA-2	OSHA w/ TWA*	<input type="checkbox"/>	Vermiculite & Soil		
ABEPA	PLM EPA 400 Point Count	<input type="checkbox"/>	ABTEM	TEM AHERA	<input type="checkbox"/>	ABSP	PLM CARB 435 (LOD <1%)	<input type="checkbox"/>
ABB1K	PLM EPA 1000 Point Count	<input type="checkbox"/>	ABATN	TEM NIOSH 7402	<input type="checkbox"/>	ABSP1	PLM CARB 435 (LOD 0.25%)	<input type="checkbox"/>
ABBEN	PLM EPA NOB**	<input type="checkbox"/>	ABT2	TEM Level II	<input type="checkbox"/>	ABSP2	PLM CARB 435 (LOD 0.1%)	<input type="checkbox"/>
ABBCH	TEM Chatfield**	<input type="checkbox"/>	Other:		<input type="checkbox"/>	Dust		
ABBTM	TEM EPA NOB**	<input type="checkbox"/>	New York ELAP			ABWA	TEM Wipe ASTM D-6480	<input type="checkbox"/>
ABQ	PLM Qualitative	<input type="checkbox"/>	ABEPA2	NY ELAP 198.1	<input type="checkbox"/>	ABDMV	TEM Microvac ASTM D-5755	<input type="checkbox"/>
** Available on 24-hr. to 5-day TAT			ABENY	NY ELAP 198.6 PLM NOB	<input type="checkbox"/>	Matrix Other		
Water			ABBNY	NY ELAP 198.4 TEM NOB	<input type="checkbox"/>			<input type="checkbox"/>
ABHE	EPA 100.2	<input type="checkbox"/>						

Turn Around Times	3 HR (4 HR TEM) <input type="checkbox"/>	6 HR (8HR TEM) <input type="checkbox"/>	12 HR <input type="checkbox"/>	1 Day <input type="checkbox"/>
	<input checked="" type="checkbox"/> 2 Days	<input type="checkbox"/> 3 Days	<input type="checkbox"/> 4 Days	<input type="checkbox"/> 5 Days

Special Instructions

Sample #	Sample Identification/Location	Volume or Area	Sample Date	Flow Rate*	Start - Stop Time*
001-025	See Attached Spread Sheet				

Relinquished by	Date	Time	Received by	Date	Time
GDC	12/1/2021	4:30 PM	SAT	12/2/21	10:40am

21074587

5800 East Pickard Road, Mount Pleasant, MI		
PreDemolition ACM Survey, 12/1/2021		
Sample#	Description	Comments
001	LaminateFlooring/LightBrown/FS1-1	
002	VaporBarrier/Floor/Brown/FS1-1	
003	LaminateFlooring/DarkBrown/FS1-1	
004	CeramicTile/12x12/Tan/FS1-1	
005	Drywall/Textured/White/FS1-1	
006	Drywall/Textured/White/FS1-1	Positive Stop
007	Drywall/Textured/White/FS1-2	
008	Wallboard/White,Gray/FS1-1	
009	Wallboard/White,Gray/FS1-1	Positive Stop
010	Wallboard/White,Gray/FS1-3	
011	Caulk/Window/Interior/White/FS1-1	
012	Adhesive/Carpet/Yellow/FS1-3	
013	Flooring/White/FS1-6	
014	Flooring/White,Black/FS1-5	
015	CeramicTile/Various/FS1-7	
016	CeramicTile/Backsplash/FS1-7	
017	Insulation/LooseFill/Brown/FSAttic	
018	Insulation/LooseFill/Brown/FSAttic	Positive Stop
019	Insulation/LooseFill/Brown/FSAttic	
020	Caulk/Window/Exterior/Tan/FSExt	
021	Mortar/Foundation/Gray/FSExt	
022	Shingle/Roof/Black,Blue/FSExt	
023	Paper/Roof/Brown/FSExt	
024	Shingle/Roof/Gray/FSExt	
025	Paper/Roof/Black/FSExt	

SAH
12/2/21
10:40am



5800 East Pickard Road, Mount Pleasant, MI

Rodney Nanney

989 430 9499

rnanney@uniontownshipmi.com

1.1 Introduction

On December 1, 2021 Mid-State Asbestos Removal Inc. was contracted by Rodney Nanney of Union Township to conduct a Pre Demolition Asbestos Survey at 5800 East Pickard Road, Mount Pleasant, MI.

1.2 Purpose

The purpose of the Pre Demolition Asbestos Survey is to identify Asbestos Containing Building Materials (ACBM'S) that may be impacted during demolition activities. Drawings were not provided for the sample collection portion of the project. All measurements and quantities mentioned in this report are estimated and are to be considered approximate.

1.3 Scope of Work

25 bulk samples were collected throughout all accessible areas. Samples of Suspect Asbestos Containing Building Materials (SACBM'S) encountered during this survey were collected and sent to a N.V.L.A.P. accredited laboratory for analysis.

1.4 Laboratory Analytical Procedures

Samples collected were submitted to San Air Technologies Laboratory for analysis. Chain-of-Custody guidelines were followed to ensure proper handling and delivery of the samples. The S.A.C.B.M. samples were analyzed using Polarized Light Microscopy (PLM) with dispersion staining in accordance with EPA/600R-93/116.

The USEPA defines ACBM as those materials that contain greater than 1% asbestos. Percentages and types of fibrous components in these samples were determined by visual estimation of the amount of fibrous material versus the total amount of material present. The OSHA definition of ACBM is any material that contains greater than 1% asbestos as well. Materials containing less than 1% asbestos are considered to be non-asbestos containing are therefore are not regulated.

1.5 Suspect ACBM'S

Suspect asbestos containing building materials encountered during this survey are:

Flooring Systems, Wall & Ceiling Systems, Ceramic Tile Materials, Thermal System Insulation, Roofing Systems & Miscellaneous Materials

1.6 Bulk Sample Inventory

M.A.R. collected 25 bulk samples during the course of this survey. All samples were collected in accordance with AHERA guidelines. Sample locations selected are representative of the entire survey area. Random sampling protocol was used to determine sample collection locations.

1.7 Sample Submittal Form/Chain of Custody/Analytical Results

See Attachments:

- Analysis Results & CoC, 5800 East Pickard Road, Mount Pleasant, MI

1.8 Materials List

1.8A: Asbestos Containing Materials List

Analytical results indicate that the following materials contain trace-1% or greater asbestos content. FS# indicates the Functional Space where the material is present. Further detail can be found in each individual Functional Space section of this report.

Asbestos Containing Materials				
HM#	Sample#	Description/Location	Quantity	Asbestos Content
5	013	Flooring/White FS1-6**	110sqft	Flooring 20% Chrysotile
6	014	Flooring/White,Black FS1-5**	120sqft	Flooring 5% Chrysotile, Black Mastic 3% Chrysotile

* Quantities are estimated.

**Flooring & Mastic-Beneath glued carpet on wood subfloor.

1.8.B “ASSUMED” Asbestos Containing Materials List

“Assumed” Items are items likely containing asbestos that could not be sampled and tested at this time. FS# indicates the Functional Space where the material is present. Further detail can be found in each individual Functional Space section of this report.

Assumed Asbestos Containing Materials				
HM#	Sample#	Description/Location	Quantity	Asbestos Content
20	Assumed	Furnace FS1-2 **	1ea	Assumed

* Quantities are estimated.

**Furnace-“Assumed” internal components.

1.9 Summary

1.9.A Limitations

M.A.R. uses trained and licensed asbestos inspectors in attempting to locate and quantify potential ACMB's within structures.

Areas enclosed by fixed wall, ceiling and roofing systems were restricted to limited visual access in identifying materials such as plaster, drywall, Thermal system insulation and roofing. The possibility exists that all ACBM's were not identified within the structure. All quantities are estimated.

This survey is intended to identify potential asbestos containing materials only.

1.9.B Summary

All materials listed in section 1.8, are to be assumed asbestos containing or contain greater than 1% asbestos. Current regulations indicate that any material that contains 1% or greater asbestos content is considered to be a regulated material.

All regulated materials are to be handled by qualified persons. Regulated materials that may be impacted or disturbed during renovation, demolition or maintenance activities are required to be abated and disposed of properly by qualified persons. All waste accumulated must be manifested and disposed of in a type II landfill as required by regulating agencies.

Potential lead based materials may or may not exist within this structure. This Pre-demolition asbestos survey is specifically designed to identify potential asbestos containing building materials that may be impacted during demolition activities and excludes any sample collection or verification for lead based paint or other hazardous materials.

If there are questions regarding information within this survey, we recommend that our field representative be contacted prior to activities that may impact any materials that may potentially contain asbestos. Thank You.

Respectfully,

Gary D. Church

Mid-State Asbestos Removal Inc.

Accreditation # A 51899

Reviewed By,

Tony Kirby

Mid-State Asbestos Removal Inc.

Accreditation # A 13136

2.0 Homogenous Materials Sample List (HM#)

Sample #s are used to identify individual samples through the sampling and analytical process. Homogenous Materials #s are assigned to groups of samples of the same materials. The materials description nomenclature generally includes Material/Size/Color/Functional Space/Sample Location, and other information as applicable. For purposes of this report, HM#s are used. Any asbestos content present indicates all samples of the respective HM# are to be considered to be asbestos containing material (ACM).

5800 East Pickard Road, Mount Pleasant, MI			
PreDemolition ACM Survey, 12/1/2021			
Rodney Nanney, 989 430 9499, rnanney@uniontownshipmi.com			
Sample Descriptions By HM#			
HM#	Sample #	Flooring Materials	Asb Content/Comments
1	001	LaminateFlooring/LightBrown/FS1-1	
2	002	VaporBarrier/Floor/Brown/FS1-1	
3	003	LaminateFlooring/DarkBrown/FS1-1	
4	012	Adhesive/Carpet/Yellow/FS1-3	
5	013	Flooring/White/FS1-6	Flooring 20% Chrysotile
6	014	Flooring/White,Black/FS1-5	Flooring 5% Chrysotile, Black Mastic 3% Chrysotile
HM#	Sample #	Ceramic Tile Materials	Asb Content/Comments
7	004	CeramicTile/12x12/Tan/FS1-1	
8	015	CeramicTile/Various/FS1-7	
9	016	CeramicTile/Backsplash/FS1-7	
HM#	Sample #	Wall & Ceiling Materials	Asb Content/Comments
10	005	Drywall/Textured/White/FS1-1	
	006	Drywall/Textured/White/FS1-1	
	007	Drywall/Textured/White/FS1-2	
11	008	Wallboard/White,Gray/FS1-1	
	009	Wallboard/White,Gray/FS1-1	
	010	Wallboard/White,Gray/FS1-3	
HM#	Sample #	Roofing Materials	Asb Content/Comments
12	022	Shingle/Roof/Black,Blue/FSExt	
13	023	Paper/Roof/Brown/FSExt	
14	024	Shingle/Roof/Gray/FSExt	
15	025	Paper/Roof/Black/FSExt	
HM#	Sample #	Thermal System Insulation Materials	Asb Content/Comments
16	017	Insulation/LooseFill/Brown/FSAttic	
	018	Insulation/LooseFill/Brown/FSAttic	
	019	Insulation/LooseFill/Brown/FSAttic	
HM#	Sample #	Miscellaneous Materials	Asb Content/Comments
17	011	Caulk/Window/Interior/White/FS1-1	
18	020	Caulk/Window/Exterior/Tan/FSExt	
19	021	Mortar/Foundation/Gray/FSExt	
20	Assumed	Furnace/FS1-2	Assumed

3.0 Functional Spaces

This Asbestos Survey is divided into the following Functional Spaces.

Functional Spaces



FS1-1, Large North Room, 588sqft				
HM#	Sample#	Material Description	Quantity	Asbestos Y/N
1	001	LaminateFlooring/LightBrown	500sqft	N
2	002	VaporBarrier/Floor/Brown	588sqft	N
3	003	LaminateFlooring/DarkBrown	64sqft	N
7	004	CeramicTile/12x12/Tan	24sqft	N
10	005-007	Drywall/Textured/White (Walls)	700sqft	N
11	008-010	Wallboard/White,Gray (Exterior Walls)	300sqft	N
10	005-007	Drywall/Textured/White (Ceiling)	588sqft	N
11	008-010	Wallboard/White,Gray (Ceiling)	588sqft	N
17	011	Caulk/Window/Interior/White	4sqft	N

* Quantities are estimated.



FS1-2 Furnace Closet, 25sqft				
HM#	Sample#	Material Description	Quantity	Asbestos Y/N
2	002	VaporBarrier/Floor/Brown	25sqft	N
3	003	LaminateFlooring/DarkBrown	25sqft	N
10	005-007	Drywall/Textured/White (Walls)	120sqft	N
10	005-007	Drywall/Textured/White (Ceiling)	25sqft	N
11	008-010	Wallboard/White,Gray (Ceiling)	25sqft	N
20	Assumed	Furnace	1ea	Y

* Quantities are estimated.



FS1-3, Southeast Room, 104sqft

HM#	Sample#	Material Description	Quantity	Asbestos Y/N
4	012	Adhesive/Carpet/Yellow	104sqft	N
2	002	VaporBarrier/Floor/Brown	104sqft	N
10	005-007	Drywall/Textured/White (Walls)	300sqft	N
11	008-010	Wallboard/White,Gray (Exterior Walls)	150sqft	N
10	005-007	Drywall/Textured/White (Ceiling)	104sqft	N
11	008-010	Wallboard/White,Gray (Ceiling)	104sqft	N
17	011	Caulk/Window/Interior/White	1sqft	N

* Quantities are estimated.



FS1-4, Small Office, 80sqft

HM#	Sample#	Material Description	Quantity	Asbestos Y/N
4	012	Adhesive/Carpet/Yellow	80sqft	N
2	002	VaporBarrier/Floor/Brown	80sqft	N
10	005-007	Drywall/Textured/White (Walls)	270sqft	N
11	008-010	Wallboard/White,Gray (Exterior Walls)	56sqft	N
10	005-007	Drywall/Textured/White (Ceiling)	80sqft	N
11	008-010	Wallboard/White,Gray (Ceiling)	80sqft	N

* Quantities are estimated.



FS1-5, South Center Room, 120sqft

HM#	Sample#	Material Description	Quantity	Asbestos Y/N
4	012	Adhesive/Carpet/Yellow	120sqft	N
6	014	Flooring/White,Black	120sqft	Y
2	002	VaporBarrier/Floor/Brown	120sqft	N
10	005-007	Drywall/Textured/White (Walls)	250sqft	N
11	008-010	Wallboard/White,Gray (Exterior Walls)	100sqft	N
10	005-007	Drywall/Textured/White (Ceiling)	120sqft	N
11	008-010	Wallboard/White,Gray (Ceiling)	120sqft	N
17	011	Caulk/Window/Interior/White	1sqft	N

* Quantities are estimated.



FS1-6, Southwest Room, 110sqft

HM#	Sample#	Material Description	Quantity	Asbestos Y/N
4	012	Adhesive/Carpet/Yellow	110sqft	N
5	013	Flooring/White	110sqft	Y
2	002	VaporBarrier/Floor/Brown	110sqft	N
10	005-007	Drywall/Textured/White (Walls)	280sqft	N
11	008-010	Wallboard/White,Gray (Exterior Walls)	150sqft	N
10	005-007	Drywall/Textured/White (Ceiling)	110sqft	N
11	008-010	Wallboard/White,Gray (Ceiling)	110sqft	N
17	011	Caulk/Window/Interior/White	1sqft	N

* Quantities are estimated.



FS1-7, Bathroom & Hallway, 84sqft				
HM#	Sample#	Material Description	Quantity	Asbestos Y/N
8	015	CeramicTile/Various	100sqft	N
9	016	CeramicTile/Backsplash	2sqft	N
2	002	VaporBarrier/Floor/Brown	84sqft	N
10	005-007	Drywall/Textured/White (Walls)	280sqft	N
10	005-007	Drywall/Textured/White (Ceiling)	84sqft	N
11	008-010	Wallboard/White,Gray (Ceiling)	84sqft	N
17	011	Caulk/Interior/White	1sqft	N

* Quantities are estimated.



FSAttic, 1600sqft				
HM#	Sample#	Material Description	Quantity	Asbestos Y/N
16	017-019	Insulation/LooseFill/Brown/FSAttic	1600sqft	N

* Quantities are estimated.



FSCrawlspace, 1200sqft

HM#	Sample#	Material Description	Quantity	Asbestos Y/N
				N

* Quantities are estimated.



FSExt, Exterior

HM#	Sample#	Material Description	Quantity	Asbestos Y/N
18	020	Caulk/Window/Exterior/Tan	7sqft	N
19	021	Mortar/Foundation/Gray	Undetermined	N
12	022	Shingle/Roof/Black,Blue	2000sqft	N
13	023	Paper/Roof/Brown	2000sqft	N
14	024	Shingle/Roof/Gray	2000sqft	N
15	025	Paper/Roof/Black	2000sqft	N

* Quantities are estimated.

To: Economic Development Authority Board **DATE:** January 11, 2022
FROM: Rodney C. Nanney, AICP, Community and Economic Development Director **DATE FOR CONSIDERATION:** 1/18/2022

ACTIONS REQUESTED: To review the initial outline of FY2022 grant funding programs for beautification, pedestrian access improvements, and freestanding signs and to provide direction for development of the final proposals for each grant program.

Current Action Emergency

Funds Budgeted: If Yes Account #248-000-883.000 & #250-000-883.000

Finance Approval _____

BACKGROUND INFORMATION

A detailed “Implementation Strategy” of proposed projects and priorities for improvements in the East and West DDA Districts was developed in conjunction with preparation of the new East DDA Development and Tax Increment Financing Plans. Included in these implementation strategy documents are proposals to develop and implement grant programs to encourage DDA District businesses to undertake private improvement projects in six (6) broad categories. Each category is listed below with a summary of the intended purpose for grant-funding:

- Beautification** - to encourage landscaping and site beautification work on existing lots.
- Pedestrian access improvements** - to encourage installation of private sidewalks and barrier-free pedestrian access improvements from public sidewalks to existing buildings.
- Freestanding signs** - to establish a more coordinated visual character for business signage and to maximize sign visibility in areas where mature street trees tend to obscure taller signs by supporting replacement of existing signs with monument-style ground signs.
- Building facades** - to improve the appearance of existing buildings.
- Bicycle parking improvements** - to encourage installation of secured and sheltered bicycle parking facilities for businesses.
- Exterior lighting** - to encourage replacement of unshielded exterior light fixtures with fully shielded fixtures and to coordinate pole lighting designs with the DDA fixtures.

The following is intended to serve as an initial outline for developing a DDA District grant program for several of these categories, with the intent that the EDA Board review and discussion would result in additional direction to guide development of specific criteria, funding levels, and a process for consideration of applications in the targeted categories.

SCOPE OF ACTIVITY FOR 2022

\$40,000.00 for these “Community Improvement Grants” has been included in both the East DDA District Fund and the West DDA District Fund budgets for the current fiscal year. For this initial round of activity, I would recommend that our focus be narrowed down to three of the potential categories for project funding: **beautification, pedestrian access improvements, and freestanding signs.**

With the exception of building façade improvements, these three categories appear to have the most potential for near-term positive impacts on the business community and the visual character and function of each DDA District. Building improvements are not proposed to be included at this time because of the higher potential costs involved and the need to establish of a set of basic architectural design preferences to serve as a guide for project funding.

CRITERIA FOR CONSIDERATION – BEAUTIFICATION PROJECTS

Improvements visible from the road and well-maintained. Potential grant funding should be for landscaping and other site beautification projects that would have a lasting visual impact from the adjacent public sidewalks or road rights-of-way, consistent with the following:

- Landscape plan with a long-term maintenance plan required.
- Written commitment from the business owner to maintain the landscaping per the plans.
- New irrigation should be designed to maximize efficiency and water conservation.

Potential funding criteria.

1. Up to 25% of the total project cost
2. Maximum potential award of \$2,000.00.

CRITERIA FOR CONSIDERATION – PEDESTRIAN ACCESS IMPROVEMENT PROJECTS

Sidewalks and barrier-free access. Potential grant funding should be for projects that include installation of a sidewalk connector from an existing public sidewalk to the primary building entrance, consistent with the following:

- New private sidewalk must be made of concrete, barrier-free accessible, and a minimum of five (5) feet wide.
- Constructed in accordance with Township Sidewalk and Pathway Ordinance standards.
- Project will also need to any necessary barrier-free pedestrian access improvements to the building entrance.

Potential funding criteria.

1. Up to 75% of the total project cost
2. Maximum potential award of \$3,000.00.

CRITERIA FOR CONSIDERATION – FREESTANDING SIGN PROJECTS

Monument sign. Potential grant funding should be limited to projects that involve replacement of an existing pole-mounted freestanding sign with a new, ground-mounted monument style sign consistent with the following:

- Maximum overall height of eight to ten feet.
- Decorative brick, stone or equivalent sign base.
- Maximum sign area consistent with Zoning Ordinance standards.
- Project may include an electronic message board component, but the cost of this element will not be factored into the potential award.

Potential funding criteria.

1. Up to 50% of the project cost, less the cost of any electronic message board component.
2. Maximum potential award of \$5,000.00.

APPLICATION REVIEW PROCESS

The following is a proposed outline for the grant funding application process:

1. Establishment of a deadline date for receipt of applications in each targeted category.
2. Publication of a press release to introduce the grant funding opportunity, to identify the targeted areas (East and/or West DDA Districts), and to invite applications from eligible businesses.
3. Potential direct mail or delivery of invitations to some businesses that may specifically benefit from the program.
4. Initial staff review of applications for completeness, accuracy, and consistency with the review criteria for the funding category.
5. EDA Board review of applications, selection of projects for funding, and designation of specific funding awards for each selected project.
6. Notifications sent to all applicants regarding EDA Board actions. For projects awarded funding, instructions would be included as to what must be accomplished and what documentation would need to be submitted to the Township to receive the grant funds.
7. Disbursement of grant funds to qualifying projects.

Some projects may overlap more than one of the potential funding categories. In such cases, staff would recommend that direction be included in the application materials to confirm that each project site may only be considered under one category for a grant award during any single fiscal year.

BOARD OF TRUSTEES GOALS ADDRESSED

Board of Trustees goals addressed by the current and planned EDA projects and activities, and that would be addressed by EDA authorization of additional economic development projects in the DDA districts (From Policy 1.0: Global End).

1. **Community well-being and common good**
3. **Safety**
4. **Health**
6. **Commerce**

JUSTIFICATION

To support the retention and growth of existing businesses, attract new businesses, and help to provide for a more vibrant, diverse, and resilient business community within the East DDA and West DDA Districts, which in turn will increase tourism and economic activity as called for in the Development Plans.

Next Steps

I would ask the EDA Board to review the initial outline of FY2022 grant funding programs for beautification, pedestrian access improvements, and freestanding signs, and to provide direction for development of the final proposals for each grant program. This direction can be provided by formal motions or by general consensus of the Board members.

Staff will use this direction to prepare final draft proposals for these Community Improvement Grants for your review at an upcoming meeting.

Please contact me at (989) 772-4600 ext. 232, or via email at rnanney@uniontownshipmi.com, with any questions about this information.

Respectfully submitted,

Rodney C. Nanney, AICP

Community and Economic Development Director

CHARTER TOWNSHIP OF UNION

Scheduled Meetings for 2022



BOARD OF TRUSTEES: *(Second and Fourth Wednesday of each Month)*

January 12	April 6 <i>(Joint Meeting)</i>	June 22	September 28
January 26	April 13	July 13	October 12
February 9	April 27	July 27	October 26
February 23	May 11	August 10	November 9
March 9	May 25	August 24	November 22 <i>(Tuesday)</i>
March 23	June 8	September 14	December 14

BOARD OF REVIEW:

EDA *(Third Tuesday of each Month)* All meetings begin at 4:30p.m.

January 18	April 19	July 26 <i>Informational</i>	September 20
February 15	May 17	August 16 <i>Informational</i>	October 18
March 15	June 21	<i>**regular meeting to follow</i>	November 15
April 6 <i>(Joint Meeting)</i>	July 19	August 16	December 20

PLANNING COMMISSION: *(Third Tuesday of each Month)*

**Sidewalks and Pathways Prioritization Committee invited to January 18th meeting*

January 18*	April 19	August 16	December 20
February 15	May 17	September 20	
March 15	June 21	October 18	
April 6 <i>(Joint Meeting)</i>	July 19	November 15	

SIDEWALKS AND PATHWAYS PRIORITIZATION COMMITTEE: *(Meets Quarterly)*

January 18	February 22	April 6	April 26	October 27
		<i>(Joint Meeting)</i>		

ZONING BOARD OF APPEALS: *(First Wednesday of each Month)*

January 5	April 6 <i>(Joint Meeting)</i>	July 6	October 5
February 2	May 4	August 3	November 2
March 2	June 1	September 7	December 7

JOINT MEETING DATE: *(Board of Trustees, ZBA, Planning Commission, EDA, and Sidewalks and Pathways Prioritization Committee)* Date April 6 7:00pm

All the above meetings are to be held at the Union Township Hall, 2010 S. Lincoln Road. All meetings except for the Board of Review and EDA start at 7:00 p.m. Minutes and Agendas may be obtained at the Township Hall, during regular business hours. Phone 989-772-4600