

**AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING**

Wednesday, June 8, 2022

7:00 P.M.

Wisner Center

2870 Jacksmith Drive SE, Grand Rapids 49546

Public may access the meeting via video conference software Zoom

<https://us02web.zoom.us/j/83652140614>

Meeting ID: 836 5214 0614

By Phone: 1 312 626 6799

Expected Meeting Procedures

1. During public comments you may speak on any item not noted on the agenda for a public hearing.
2. Please limit comments to 3 minutes per person and the Board may or may not choose to respond.
3. Please limit your comments to a specific issue.
4. Please turn OFF cellular phones.

Article 1. Call to Order, Roll Call

Article 2. Pledge of Allegiance to the Flag

Article 3. Approval of Agenda

Article 4. Presentations

a.

Article 5. Public Comments - Anything on the Agenda not scheduled for a public hearing. (Limit comments to 3 minutes)

Article 6. Approval of Consent Agenda

a. Receive and File Minutes

1. Township Board – 5/25/2022

b. Receive and File Reports

1.

c. Receive and File Education Requests

1. Jon Snyder - Lansing Community College – Communications 120: Dynamics of Communication (Education/Tuition Request)

d. Receive and File Communication

1. Liquor License Transfer – HDDA – Grand Rapids; 5700 28th St. SE, Grand Rapids MI 49546

Article 7. Financial Actions

Article 8. Unfinished Business

034-2022 a) Consider a Resolution Establishing Forensic Analysis Recommendations Implementation Ad-Hoc Committee

b) Appointments: Forensic Analysis Recommendations Implementation Ad-Hoc Committee

Article 9. New Business

035-2022 Consider Approval of Outdoor Gathering Permit for the Cascade Metro Cruise Warmup

036-2022 Consider Purchase of Entry Sign for 30th Street Cemetery

Article 10. Discussion

- 1. Early Bid Package for Fire Station #1 Project**
- 2. Rules for bidding on Fire Station #1 Project**
- 3. Kent County American Rescue Plan Act Funding**
- 4. Projects/Issues Updates**

Article 11. Public Comments – Any comments...whether it is on the agenda or not. (Limit comments to 3 minutes)

Article 12. Manager Comments

Article 13. Board Member Comments

Article 14. Adjournment

**MINUTES OF THE
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING**

Wednesday, May 25, 2022

Wisner Center

2870 Jacksmith Dr SE

Grand Rapids, MI 49546

AND

Virtual Zoom Meeting

7:00 P.M.

HYBRID FORMAT

- Article 1.** Supervisor Lesperance called the meeting to order.
Present: Supervisor Lesperance, Clerk Slater, Treasurer Peirce, Trustees Koessel, McDonald, Shipley and Noordhoek
Absent: None
Also Present: Township Manager Swayze, Mary Ann Sabo-Sabo PR, Hunter Zuk-Sabo PR, Danielle Bouchard-McKenna Associates, Attorney Mike Homier-Foster Swift, Michelle McHale-Plante Moran, Amanda Fletcher-Plante Moran, and those listed in the Supplement
- Article 2.** Supervisor Lesperance led the Pledge of Allegiance.
- Article 3.** **Approval of Agenda**
Motion by Trustee Koessel, seconded by Trustee Shipley to approve the agenda. Motion carried unanimously.
- Article 4.** **Presentations**
a. Township Strategic Plan – Review of Draft Tasks and Priorities List from McKenna Danielle Bouchard presented.
- Article 5.** **Public Comments-Anything on the Agenda not scheduled for a public hearing. (limit comments to 3 minutes)**
1. Jennifer Puhlava-2180 Spaulding-Chair of DDA; Thanked McKenna for the presentation. Re Priority #8, will DDA’s branding be something that is folded into the Township’s branding? Under Transportation and Safety, will the streets’ update be concurrent? Under Priority #3, is there an extra “and”? She would like to see a meeting with all Boards and Commissions to make certain that all are aligned.
 2. Craig Meurlin-6333 Thornhills-The Forensic Audit was commissioned on 9/22/2021 to look at four issues. Why did it take so long? Only one matter of concern, and that is the CARES Act Funding. The Forensic Audit was to bring transparency to the citizens.
 3. Scott Rissi-7238 Cascade-Under Land Use & Economic Development in the McKenna presentation, it should include south of I-96, as there aren’t that many people east of Buttrick.
- Article 6.** **Approval of Consent Agenda**
a. Receive and File Minutes

Township Board Minutes

May 25, 2022

- 1. Township Board – 5/11/2022
- b. Receive and File Reports
None
- c. Receive and File Education Requests
 - 1. Jon Snyder – Security and Emergency Response Training Center – Pueblo, CO – October 3-14, 2022
- d. Receive and File Communication
None

Motion by Trustee Shipley, seconded by Trustee McDonald to approve the Consent Agenda. Motion carried unanimously.

Article 7. Financial Actions

- a. Consider Approval of April 2022 Financial Reports
- b. Consider Approval of April 2022 Payroll, Payables and Transfers

Motion by Trustee Shipley, seconded by Trustee Koessel to approve. Motion carried unanimously.

Article 8. Unfinished Business

None

Article 9. New Business

033-2022 Update from Township Special Legal Counsel on PFAS Issue with Gerald R. Ford International Airport

Closed Session

Pursuant to MCL 15.268(h) – To consider material exempt from discussion or disclosure by state or federal statute.

Motion by Trustee Shipley, seconded by Trustee McDonald to enter Closed Session. Motion carried unanimously by roll call vote. Closed Session entered at 7:46 pm.

Motion by Trustee Shipley, seconded by Trustee McDonald to resume Open Session. Motion carried unanimously by roll call vote. Open Session resumed at 8:13 pm

Motion by Trustee Shipley, seconded by Trustee Noordhoek to direct counsel to undertake the plan as outlined in Closed Session. Motion carried unanimously by roll call vote.

034-2022 Update on Plante Moran Audit from Township Legal Counsel

Motion by Trustee Shipley, seconded by Trustee McDonald to authorize an additional \$10K payment for additional time spent to Plante Moran. Motion carried unanimously by roll call vote.

Article 10. Discussion

- 1. Trustee Shipley-On 5/15/22, the GR Press published an article about Emmett County making money on their recycling plant, while Kent County is losing money.

However, the fees increase. He requested that Supervisor Lesperance bring this issue to the Metro Council.

Article 11. Public Comments – Any comments...whether it is on the Agenda or not. (limit comments to 3 minutes)

1. Craig Meurlin-The reason for the Forensic Audit was for transparency. The draft form should be published for public viewing. He congratulated the Township for returning the Police Fund monies to the correct place. Re the Township Hall item in the Forensic Audit, past Board Meeting minutes contain the list of costs for the building. In December 2019, the plan for the building advised that it would be built and usable for \$500K.
2. Michelle McHale-Plante Moran-Would not recommend that the draft be published. Multiple versions could cause confusion.
3. Brian Holcomb-3415 Glenstone-Would like an update on Eagle Creek and their violations. Business owner is still dumping. Attorney Homier responded.
4. Scott Rissi-If he was operating a business and was on the Board, does he have to give disclosure every time he sells something to the Township, or only once? Attorney Homier responded.

Article 12. Manager Comments
None

Article 13. Board Member Comments

1. Trustee Shipley-Thanked all in attendance, both in person and virtually.
2. Supervisor Lesperance-Why are cameras at Thornhills and Thornapple River Drive? Recommends that an RFP for engineering be on the next agenda.

Article 14. Adjournment

Motion by Trustee Shipley, seconded by Clerk Slater to adjourn. Motion carried unanimously.
Meeting adjourned at 10:14 pm.

Krissi Brott
Deputy Clerk

Approved by:

Grace Lesperance, Supervisor

Susan B. Slater, Clerk



Cascade Charter Township Education Reimbursement Request Form

Conditions for Reimbursement:

1. Individual courses or courses that are part of a degree, licensing or certification program must be related to the employee's current job duties or a foreseeable future position in the organization in order to be eligible for educational assistance.
2. Cascade Charter Township will reimburse employees for approved registration and tuition for work related courses taken through college or schools accredited by regional accreditation associations.
3. Some electives that an employee may be required to complete for a degree may be unrelated to their particular job or government in general, and are therefore not covered by this assistance policy.

*This form must be completed by the employee and approved by the Township Board
before the course is taken in order to qualify for reimbursement.*

Name: Jon Snyder Application Date: 5/26/22

Name of Educational Institution: Lansing Community College

Name of Proposed Course:

Communications 120: Dynamics of Communication

This is the last course requirement towards earning my Fire Science Degree. This course will help sharpen public speaking skills (fire safety talks) as well as educate on social media communication concepts and practices. (I am the main admin for our Firefighters Association page on Facebook)

Cost of Course \$ 754.00 Account # _____

Applicant: 
Signature

Approvals:

Department Head:  5-31-22
Signature Date

Township Manager: _____
Signature Date

Clerk: _____
(Signature Indicates Township Board Approval) Date

➤ Original to Personnel File ➤ 1 Copy to Applicant ➤ 1 Copy to Accounting



i Term: 202310 | CRN: 10802

Class Details

Course Description

Attributes

Restrictions

Instructor/Meeting Times

Enrollment/Waitlist

Corequisites

Fees


This course is a survey of communication theories and concepts related to interpersonal, small group, public speaking, and mass and social media. Students will learn about media and channels used to interact, the influence of technology on those channels, and sociological, psychological, and practical applications of the communication discipline. A grade of 2.0 or higher fulfills the Communication Core Requirement. (F,Sp,Su)

 Prerequisite Course: None
Placement Scores: Reading Level 5 and Writing Level 6
Course Note: Internet access may be needed for quizzes or other assessments in the course.

Close

View My Tuition and Fees

X00842500 Jonathan R. Snyder
 Fall 2022
 May 26, 2022 08:54 pm

 By registering for classes, you are accepting financial responsibility for the classes. [See Registration and Payment Due Dates](#). Select the Continue to Select Payment Options link below to review your account, including non-registration charges, financial aid, and payments. You have specific payment due dates based on the day you register. If you attempt enrollment but are not successful and are not enrolled in any other courses, you will see a warning message below indicating that you are enrolled for the selected term but no registration-related fees are due. Please disregard this warning message.

When selecting a registration term and proceeding to the registration module you are agreeing to the following statement:

I understand that when I register for any class or receive any service from Lansing Community College, I accept full responsibility to pay all tuition, fees and other associated costs assessed as a result of my registration and/or receipt of services. I will be responsible for paying all or a portion of tuition and fees in accordance with the published tuition refund schedule in the course schedule book. Should I default on payment, I understand I will be referred to an outside collection agency.

Please refer to your bill statement for your specific due date.

Total Credit Hours: 3.000

Tuition and Fees for Fall 2022

Detail Code	Description	Amount
REGF	Registration Fee	\$25.00
STSF	Student Support Fee	\$45.00
TUIT	Tuition	\$684.00
	Total Charge:	\$754.00

[Registration Tasks](#)



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

Friday, May 13, 2022

Brennen Gorman, Attorney
C/O HDDA – Grand Rapids, LLC
bjg@bvvlaw.com

RID # RQ-2106-05798 **Reference/Transaction:** Transfer ownership 2022 B-Hotel licensed business with (8) Bars, Sunday Sales permit (PM), Outdoor Service (1 Area), Dance-Entertainment permit, Specific Purpose permit (Food), and 320 Rooms from Chhatrala Grand Rapids, LLC (A California Limited Liability Company); New Sunday Sales permit (AM); Participation permit with Marshall Hotels & Resorts, Inc. (A Maryland Corporation)

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: HDDA – Grand Rapids, LLC

Business address and phone number: 5700 28th St SE, Grand Rapids, MI 49546

Home address and phone number of partner(s)/subordinates:
HDDA, LLC, 350 Park Ave, 16th Floor, New York, NY 10022

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Grand Rapids District Office (616) 447-2647

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required. However, a copy of this notice is also being provided to **Local Governmental Unit** should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

SR

cc: Chhatrala Grand Rapids, LLC (A California Limited Liability Company): gm@crowneplazagr.com
Cascade Twp: sslater@cascadetwp.com



Cascade Charter Township

Liquor License Transfer Compliance Review

Cascade Township does not issue liquor license transfers but is notified of a potential transfer by the Michigan Liquor Control Commission. The purpose of this form is to report any known non-compliance issues within any township department. Please respond via email to confirm you have or have not found non-compliance issues.

Organization: HDDA – Grand Rapids, LLC

Street Address: 5700 28th St SE, Cascade, MI 49546

TRANSFERRING FROM:

Street Address: Chhatrala Grand Rapids, LLC (The Plaza Hotel)

Fire Department Approval Email: Yes Date: 5/13/22

Notes: _____

Building Department Approval Email: Yes Date: 5/16/22

Notes: _____

Clerk Department Approval Email: Yes Date: 5/24/22

Notes: _____

Treasurer Department Approval Email: Yes Date: 5/13/22

Notes: _____

Zoning Department Approval Email: Yes Date: 5/20/22

Notes: _____

Township Manager Approval Email: Yes Date: 5/20/22

Notes: _____



CASCADE CHARTER TOWNSHIP
5920 Tahoe Dr. SE Grand Rapids, Michigan 49546

Date: June 3, 2022
To: Board of Trustees
From: Supervisor, Grace Lesperance

RE: Recommendation to Implement Recommendations contained in the Forensic Analysis prepared by accounting firm Plante Moran, and presented to the Board of Trustees at its May 25, 2022 Meeting (Agenda Item 034-2022)

&

Establishment of Forensic Analysis Recommendations Implementation Ad Hoc Committee & Appointments Thereto

The Forensic Analysis, prepared and presented by Plante Moran at this Board's request, summarized its investigation of three specific areas of Township expenditures. Its analysis of those expenditures also identified some areas of concern with regard to the Township's current accounting practices. Plante Moran then offered ten specific recommendations to improve Cascade's internal accounting controls. Of the ten recommendations, four (40%) were designated as "High Priority."

I believe that the Board of Trustees, as the elected officials of Cascade Charter Township, have a fiduciary duty to ensure that public funds are managed *transparently* and *responsibly*. Doing so requires that we implement the recommendations contained in the Forensic Analysis with timeliness and alacrity.

Creation of a temporary ad hoc committee--chartered with this specific task--provides the best available vehicle to do this. Therefore, I recommend the creation of the Forensic Analysis Recommendations Implementation Ad Hoc Committee. This committee will work with staff, auditors, and legal counsel to promulgate specific accounting policies, protocols and procedures for consideration and approval by this Board and implementation by staff. This committee will comply with the Township's established policies and procedures governing Township Board Committees, and consist of three members: the Township Supervisor; the Township Treasurer; and one Township Trustee. Its mandate shall expire September 1, 2022, unless extended by the Board of Trustees.

I offer the following appointments to this committee: Grace Lesperance, Supervisor; Ken Peirce, Treasurer; and Timmy Noordhoek, Trustee. These appointments provide both experience with and a fresh perspective to Cascade's accounting practices.

Cascade Charter Township Resolution # _____

The Cascade Charter Township Board of Trustees Resolves that:

The Forensic Analysis prepared by the accounting firm Plante Moran and presented to the Board of Trustees at its May 25, 2022 meeting sets forth a series of recommendations meant to enhance internal accounting controls;

To successfully implement the recommendations contained in the Forensic Analysis in a timely manner, a 'Forensic Analysis Recommendations Implementation Ad Hoc Committee' is established, as provided for in the Township's duly adopted Policies and Procedures;

This Ad Hoc Committee will work with staff, auditors and legal counsel to promulgate and recommend financial policies, procedures and protocols for approval by the Township Board and implementation by staff.

Therefore, the Cascade Charter Township Board of Trustees hereby establishes a Forensic Analysis Recommendations Implementation Ad Hoc Committee.

It is further resolved that this Ad Hoc Committee will consist of three members: the Township Supervisor, the Township Treasurer, one Township Trustee, and shall expire on September 1, 2022, unless extended by the Township Board of Trustees.

This Resolution was offered by Board Member _____, supported by Board Member _____, with a roll call vote as follows:

YEAS: _____

NAYS: _____

ABSTAINING: _____

Susan Slater, Clerk

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board

From: Sandra Korhorn, DDA/Economic Development Director *SKK*

Subject: Consider Approval of Outdoor Gathering Permit for the Cascade Metro Cruise Warmup

Meeting Date: June 8, 2022

The Cascade Metro Cruise Warmup is an event open to the public and is being held Thursday, August 25, 2022. The Metro Cruise Warmup will once again be held at the Thornapple Centre. The property and business owners in the Thornapple Centre enjoy this event and the exposure and traffic that it brings.

The Buildings and Grounds crew will help setup the stage prior to the event, but the committee is securing volunteers to help with additional setup, cleanup and tear down for the event.

Attached is information addressing the requirements of the Outdoor Gathering permit.

Staff recommends approval of the Outdoor Gathering permit for the Cascade Metro Cruise Warmup.

Attachment: Application and Site Map

Outdoor Gathering Permit – Cascade Metro Cruise Warmup Event

The Cascade Metro Cruise Warmup is an event open to the public and will be held at the Thornapple Centre. The property and business owners in the Thornapple Centre enjoy this event and the exposure and traffic that it brings.

Similar to previous years, the event will be held one night only – Thursday, August 25 from 4:30 – 8:30 p.m.

Both Deputy Dieppa and Chief Magers are aware of the event and the layout. There will be volunteers on site to help with traffic.

We will again have up to 5 food trucks on site. Each food truck will have to provide a copy of their current Kent County Health Dept. permit to serve food. There will be no sale, distribution or consumption of alcoholic beverages at the event.

Restroom facilities (port a johns) and handwashing stations will be available to the public.

There will be some parking on site. Volunteers will provide clean up after the Warmup. There will be trash cans on site for waste disposal. The committee hired a band, Soul Syndicate, for the event. They will be finished playing by 8:00 p.m., which is well within the confines of the Cascade noise ordinance regulations.

The DDA donated \$7,000 for the Warmup and the committee anticipates a few businesses will sponsor as well so there will be no other financial obligations to the Township to hold the event.

The Township insurance policy covers this event.



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7192

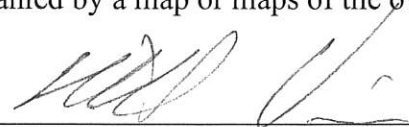
OUTDOOR GATHERING APPLICATION

1. **Name of Applicant:** Cascade Metro Cruise Warmup Committee
2. **Name of Property Owner:** Cascade Road Retail
3. **Address of Event:** 6797 Cascade Rd. SE
4. **Type of Event to be Held:** Cascade Metro Cruise Warmup – Show Cars, Band, Food Trucks,
5. **Date of Event:** Thursday, August 25, 2022 6. **Hours of Event:** 4:30 – 8:30 p.m.
7. **Number of Attendants:** 500
-
-

Each application shall be accompanied by a detailed explanation, including drawings and diagrams where applicable, of the prospective licensee's plans to provide for the following:

- a. Police and Fire Protection
- b. Food and Water Supply and Facilities
- c. Health and Sanitation Facilities
- d. Medical Facilities and Services, including Emergency Vehicles and Equipment
- e. Vehicle Access and Parking
- f. Camping and Trailer Facilities
- g. Illumination Facilities
- h. Communications Facilities
- i. Noise Control and Abatement
- j. Facilities for Clean up and Waste Disposal
- k. Insurance and Bonding Arrangements

In addition, the application shall be accompanied by a map or maps of the overall site of the proposed outdoor assembly.

Signature of Applicant/Property Owner:  **Date:** 5/2/2022

Office Use Only

Township Board:

Approved: _____ Denied: _____ Date: _____



Patron/Event
Parking

Patron Parking

Patron/Event
Parking

Food Trucks

Show Cars

Stage

Show Cars

Show Cars

Patron Parking

MEMO

June 8, 2022

To: Supervisor Lesperance & Cascade Township Board

From: Sue Slater, Clerk

Subject: Entrance Sign-30th Street Cemetery

FACTS:

In 2019 Cascade Township Board approved a project to enlarge the 30th Street Cemetery. This project was completed in 2020. It was determined best to wait before erecting a sign labeling the Cemetery similar to the ones at Snow and Whitneyville Cemeteries as a Capital Improvement.

After consultation with Building and Grounds Supervisor Jim MacDonald it was discovered that due to old graves directly abutting the fence and drives there really wasn't room to install posts in the ground to anchor a sign over the driveway. We were also limited in height and width to allow equipment and trucks needed for excavation of graves and installing monuments.

I then had the idea to use the current fence as a place to install the sign by cutting out part of the fence and making the sign part of that structure. It would not encroach on the graves since it would likely be less than one foot wide.

Jim MacDonald, Deputy Clerk Brott, and I met with three different firms at the cemetery to discuss options and design ideas.

Attached for your review are the three bids we received from Valley City Sign, Grand River Signs, and Patten Monument.

ANALYSIS & CONCLUSIONS:

The three bids we received were from Valley City Sign for \$18,436; Grand River Signs for faux stone-\$13,719.34 or real stone-\$21,563.34; and Patten Monument (not including installation) for \$29,875.

While the preferred bid (Valley City Signs) is the middle amount of the three (the lowest bid if you use real stone/Grand River), this design is the best looking and consistent with the smaller plaque/sign at one of the other drives and the other two cemeteries.

FINANCIAL CONSIDERATION:

If the Board approves the Valley City Sign bid (\$18,436) it will be paid for from GF - Capital Improvements.

RECOMMENDED ACTION:

Approve the bid for sign construction from Valley City Signs.



VALLEY CITY
SIGN





**VALLEY CITY
SIGN**

5009 West River Drive | Cornstock Park, Ill 49321 | Ph 616.784.5711 | Fx 616.784.8280 | www.valleycitysign.com

CUSTOMER SIGNATURE: _____

DATE: _____

The designs, details and plans represented herein are the property of Valley City Sign, specifically developed for your personal use in connection with the project being planned for you by Valley City Sign. They are not to be shown to anyone outside of your organization, nor are they to be used, reproduced, exhibited or copied in any fashion whatsoever. All or any part of these designs (except registered trademarks) remain the property of Valley City Sign. Colors represented are being viewed by various web browsers, computer monitors and printers, therefore an exact representation of colors shown cannot be guaranteed via these methods. For true color matching, please request a material sample.

PROPERTY OF VALLEY CITY SIGN

PHOTOSCAN #176,883-2_PS

SCALE: NA

ONE (1) STONE MONUMENT WITH EMBEDDED PLAQUE,
SINGLE-SIDED

PROJECT: **Cascade Township**

Drawing (S): **Yes**

DESIGNER: **SV**

DATE: **2.19.22**

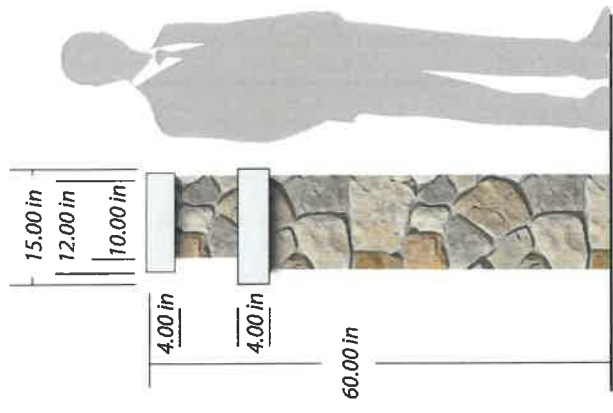
REVISIONS: **SV**

HOURS: **.25**

SALES: **KC**



ELEVATION



SIDE VIEW

MAP Gray (TBD)	Culture Stone Dressed Fieldstone Aspen	Bronze plaque
		Black (with in) plaque



5009 West River Drive | Comstock Park, MI 49321 | Ph 616.784.5711 | Fx 616.784.8280 | www.valleycitysign.com

CONCEPT
DRAWING #176,883-2
 SCALE: 1/2" = 1'-0"

ONE (1) STONE MONUMENT WITH EMBEDDED PLAQUE,
 SINGLE-SIDED

CUSTOMER SIGNATURE: _____

DATE: _____

The designs, details and plans represented herein are the property of Valley City Sign; specifically developed for your personal use in connection with the project being planned for you by Valley City Sign. They are not to be shown to anyone outside of your organization, nor are they to be used, reproduced, exhibited or copied in any fashion whatsoever. All or any part of these designs (except registered trademarks) remain the property of Valley City Sign. Colors represented are being viewed by various web browsers, computer monitors and printers, therefore an exact representation of colors shown cannot be guaranteed via these methods. For true color matching, please request a material sample.

PROJECT: **Cascade Township**
 Photoscan (S): **Yes** DESIGNER: **SV**
 DATE: **2.19.22** REVISIONS:
 HOURS: **.5** SALES: **KC**

PROPERTY OF VALLEY CITY SIGN

Working Location: Cascade Charter Township
7200 30th St SE

Cascade Charter Township
2865 Thornhills SE

Grand Rapids MI 49508

Grand Rapids MI 49506

Contact: Krissi Brott
Salesperson: Kevin Carlson
Date: 3/1/2022

It is VALLEY CITY SIGN'S pleasure to submit this quotation for the following:

Qty	Item Number	Drawing # / Description	Unit Price	Extended Price
1	LOW PROFILE SIGN - NON-ILLUM	176883-2	16,114.00	\$16,114.00
		* 60"h x 122"w Overall stone custom monument sign		
		* 24"h x 42"w x .25" Single face plaque with black inkfill, H bracket mounted to stone veneer		
		* (2x) 24"w and (1x) 84"w cap sections		
		* Cut and remove fence to fit monument		
		* Reveal portion to fit around fence, weld fasten as needed		
		* Direct bury in greenspace		
		* Paint (1x) color		
1	INSTALLATION	Drawing not required	2,172.00	\$2,172.00
1	ADMINISTRATION FEE	For researching & obtaining permits	150.00	\$150.00
TERMS			Subtotal	\$18,436.00
Net 30			Permits	\$0.00
			Tax	\$0.00
			Total	\$18,436.00

NOTES
Permit and Sealed Engineer Drawing cost will be added if applicable
Installation costs based upon normal conditions.

Pricing is valid for 90 days from date of quote, unless noted above.
Message Systems pricing is valid for 30 days from date of quote.

I authorize Valley City Sign to fill out any application necessary to obtain a sign permit for this project.

By signing below, I agree to the attached terms and conditions, or as previously agreed to.

Working Location: Cascade Charter Township
7200 30th St SE

Quote QTE00042019

Cascade Charter Township
2865 Thornhills SE

Grand Rapids MI 49508

Grand Rapids MI 49506

Contact: Krissi Brott
Salesperson: Kevin Carlson
Date: 3/1/2022

Qty	Item Number	Drawing # / Description	Signed By	Date	Unit Price	Extended Price
-----	-------------	-------------------------	-----------	------	------------	----------------

Purchase Order # (If a purchase order is not required, please enter "N/A")

Valley City Sign _____ 5009 West River Drive, Comstock Park, MI 49321 (616) 784-5711 Fax (616) 784-8280

VALLEY CITY SIGN – TERMS AND CONDITIONS

This purchase agreement is between Valley City Sign (the "Company") and the original purchaser (the "Customer") of the work. When both parties sign the quote, all provisions contained in this 4 page contract comprise the entire agreement affecting this order, and no other agreement or understanding of any nature concerning it will be considered. If the Company utilizes, without objection, purchase orders, bid requests, or other documents preferred by the Customer containing recitations, notations or other expressions of terms that conflict with and add to, or modify these terms and conditions, it does so for the convenience of both parties, and it is understood that such recitations, notations or other expressions are ineffective.

The person signing the quote shall have full and proper authority to bind the Customer.

It is agreed that this contract shall be construed according to the laws of the state of Michigan.

EXCLUSIVE WARRANTY

This is the exclusive warranty of the Company with respect to any and all of its products. This exclusive warranty is made to you, the original purchaser of the Company's products.

Warranty is in effect from date of installation. If the Company is not installing, warranty is in effect from date of shipment.

The Company warrants to you as the original Customer that the Company's products will be free from defects in materials and workmanship, under normal use and conditions, for one (1) year. This limited warranty excludes vandalism, misuse, or any act of God.

The Company warrants electronic message centers for one (1) year. In addition to the warranty provided by the Company, the Customer will be covered by any additional manufacturer's warranty. The manufacturer warranties vary and are limited in coverage by the individual manufacturer or supplier. If the

Customer elects to purchase an extended parts warranty on message centers, refer to manufacturer's warranty for specific warranty information. The Company will provide the Customer, on request by the Customer, the warranties of the message center manufacturer, and the Company will assist the Customer in dealing with the manufacturer, subject to the understanding that responsibilities for warranties for those items will be that only of the manufacturer.

The Company does not warrant vinyl placed on vehicle windows. The Company's professional recommendation is to have them placed on the door or other vehicle panel. In the event the Customer insists on vehicle window placement, the Company will comply with the Customer's wishes, and the Customer agrees that the product will not be included under the exclusive warranty.

This warranty does not cover damage resulting from vandalism, misuse, acts of God, or through the negligence or wrongdoing of the Customer, its employees, agents, or any persons. This warranty is void if the signage has been serviced or modified by any party other than an authorized representative of the Company.

There is no implied warranty of merchantability, and there is no warranty that extends beyond the period stated. The Company shall not be, under any circumstances, liable to the Customer for any indirect, incidental, consequential, or special damages or loss of profits, resulting from a breach of this contract, even if the Company has been advised of the possibility of such damages.

The Company hereby disclaims any and all other warranties, including, without limitation, implied warranties of merchantability and fitness for a particular purpose. The only warranty with respect to the Company's products is described on this exclusive warranty. No oral or written representations shall extend the Company's exclusive warranty beyond that described herein. In any event, the extent of the warranty shall not exceed the original contract amount.



VALLEY CITY SIGN – TERMS AND CONDITIONS

The Company shall not be liable for any incidental or consequential damages if the Company's product is defective or does not conform to this exclusive warranty. In any event, the maximum amount for which the Company shall be liable to the Customer will be the price of the product.

Any claim for breach of this exclusive warranty shall be brought, if at all, no later than one year from the date of the Company's breach.

WARRANTY PROCEDURES AND REMEDIES

The Customer must notify the Company of any warranty claim in order to initiate repairs on the defective product. The notice must include the date of the installation. Upon receipt of such notice, the Company will direct that an authorized representative inspect the product and, if necessary, correct the defect in accordance with this exclusive warranty. The Company shall be held harmless from any warranty related costs without prior written approval.

Provided that the warranty procedures are followed, the Company will repair and/or replace defective products during the applicable warranty period without charge for parts or labor, unless otherwise noted. Repair and/or replacement of defective products are the Customer's remedy under the Company's exclusive agreement.

After the Company's written approval, the Company may allow the Customer to arrange for necessary repairs covered by the warranty. The maximum hourly rate that will be paid by the Company is \$55.00 for warranty labor.

EXCAVATION AND INSTALLATION

When excavation is required, typical equipment used by our installation crew includes heavy equipment such as crane trucks and augers. Unless specified on your quote, pricing does not include special methods of excavation, such as hydrovac or hand digging.

With this typical equipment, detection of lines or other items below the surface is not possible. Therefore the Company will arrange for Miss Dig to mark the surrounding area where signage is to be installed. Items not marked by Miss Dig, such as underground sprinkling, drainage pipes, fiber optic, or other underground objects, are the responsibility of the Customer to mark. The Company will accept a site plan or similar document stating the detailed location of underground lines.

The Customer agrees that the Company is not liable for any inaccurate markings or areas not covered by Miss Dig. In the unlikely event an unmarked or mis-marked utility or any other underground object is hit or damaged during the excavation process, the Customer agrees and understands to indemnify, defend and hold harmless the Company and their representatives from any damages made to the underground utilities, underground objects, and the surrounding area, that is in any way connected with the excavating, augering, or any method used for the installation of the signage, except where due to negligence on the part of the Company.

All costs incurred for repairs, additional hours needed for installation, and any miscellaneous costs involved in repairing damaged underground lines is the responsibility of the Customer, unless the damage is due to negligence on the part of the Company.

The Company will assist the Customer by pursuing a claim through Miss Dig on behalf of the Customer for the underground utilities Miss Dig is responsible for in order that the Customer is reimbursed for expenses incurred.

If the Company or their representatives hit and damage a clearly marked and identified underground utility or other underground object, then the Company will be responsible for making all necessary repairs to fix the damage. Liability is limited to the underground utility or object itself and the immediate surrounding area.

While the company is careful on lawns and around landscaping, there are times when damage is unavoidable, especially when the ground is soft. The Company



VALLEY CITY SIGN – TERMS AND CONDITIONS

will take every precaution possible to avoid damage. In the event of unavoidable damage, the customer is responsible for all repairs to lawn, sidewalks and / or landscaping.

If other unseen difficulty arises during excavation, the Company will charge the Customer on a time and material basis for all necessary equipment and labor until excavation is complete.

The Customer is responsible for letting the Company know where to put the dirt from the base holes at the Customer's site.

PRICING, PAYMENT, AND OTHER TERMS

The Customer hereby acknowledges that the work is for signage unique and limited to the Customer's needs and requirements and that the work has no salvage value to the Company. As a result, this contract when accepted is not subject to cancellation. Price quotes are subject to revision where unforeseeable building site or job conditions are encountered. Unless otherwise noted, quotes assume work is done during ordinary working hours, Monday through Friday. Disposal of existing signs is not included unless otherwise provided.

After fabrication is started, no changes will be made or allowed unless ordered in writing and the price therefore adjusted and agreed upon in writing before proceeding with the changes, if such changes affect the price. If the Company considers shop drawings necessary, it will submit said drawings to the Customer for approval.

Refurbish prices are determined based on information known at the time of quote. If after opening sign, it is determined that additional work is necessary, the Customer will be notified of the additional charge, and will be responsible for payment thereof.

Installation prices are based upon normal conditions. Quote is subject to revision

where unknown soil conditions are encountered, I.E. high water table or buried obstructions.

Pricing does not include permitting, licensure or procurement fees, which will be added. Sales or use tax or gross receipts tax, if any, payable under the laws of the State where the property is to be delivered or installed as mentioned herein, shall be added to the price quoted, unless such tax is paid directly by the Customer.

Fifty (50) percent deposit is required on all orders, unless prior approved credit. The balance is due per the customer terms.

The Company at its option may invoice each item called for in the proposal separately upon completion or, if for reasons beyond its control completion is delayed, it may invoice for that portion of work completed during any given month.

Title to all materials and property covered by this proposal shall remain with the Company and shall never be deemed to constitute a part of the realty to which it may be attached until the purchase price is paid in full. The Company is given as express chattel mortgage lien upon said materials and property shall be annexed or attached to the realty.

All payments under the terms herein are due and payable in U.S. funds at the office of the Company. In case payment is not made as agreed, the Customer agrees to pay interest on past due payments from the time they are due at the rate of 1.12% per month.

In the event the Customer (a) defaults in the prompt and timely payment of the price in accordance with the terms of this contract, (b) makes any general assignment for the benefit of creditors; (c) files any petition for or is the subject of an involuntary petition filed for any relief under any bankruptcy or insolvency laws; or (d) breaches any other covenant or representation contained herein, the Company may, at its option, immediately terminate this contract upon notice to the Customer. In such event, the Company's obligations and responsibilities



VALLEY CITY SIGN – TERMS AND CONDITIONS

hereunder shall cease and the balance of the price shall be immediately due and payable. In addition, the Company shall have the right to pursue any and all other remedies available to it at law or in equity. The Company's waiver of any default on the part of the Customer shall not constitute a waiver of subsequent defaults.

In the event this contract is placed in the hands of an attorney for collection, or if collection is by suit, or through the Probate or Bankruptcy Court, in addition to the principal and interest owing thereon, attorney fees shall be added and paid for by the Customer.

The Company shall have all other rights and remedies as may be permitted under the Uniform Commercial Code adopted in Michigan, under other laws or this contract.

The Company assumes no responsibility for the plans, designs, specification or drawings furnished by the Customer and will not be responsible for errors found therein. The Customer hereby represents and warrants to the Company that the Customer owns or has the right to use any and all trade names, trademarks, insignia and/or other designs or logos included in the specifications for the sign and will indemnify, defend and hold the Company harmless from any alleged or actual infringement of any intellectual property rights of a third party (including without limitation, any claims, damages, attorneys fees and costs) with regard to the specifications provided by the Customer.

The Customer hereby covenants and agrees to refrain from using or permitting others to use the designs, drawings and specifications developed by Valley City Sign without the Company's prior written consent.

When it becomes necessary, due to a change in the Customer's plans, that completed or partially completed items are stored past the planned installation date, any and all extra costs for handling and storage will be charged to the Customer's account. In the event that size and weight of any item prohibits storage by the Company on its own property, the Customer must arrange for shipment immediately upon completion.

The Company will not be responsible for delays in shipments caused at rolling

mill or in transportation or by labor disputes or due to any and all circumstances beyond its reasonable control.

The Customer agrees to allow the Company to secure all necessary permits and variances from the building owner and/or others, whose permission is required for the installation of the sign. The Customer assumes all liability with regard to same and all liability, public and otherwise, for damages caused by the sign or due to it being on or attached to the premises. All costs related to permits, variances, and closing lanes incurred by the Company will be charged to the Customer.

All necessary electrical wiring, outlets and connections to the sign from the building meter and/or fuse panel will be properly fused and installed at the expense of the Customer.

The Company is not liable for any costs related to failure of the primary circuit from the distribution panel to the sign hook-up. Any damages relating from primary wiring problems, and the service call to determine such damages, are solely the responsibility of the Customer.

When quote is to remove old and re-install new signage, the Company will not be held liable for damage to existing structures, unless caused by its own negligence. Standard installation procedure is to caulk holes with silicone. Unless otherwise noted, installation does not include repairing or painting any wall or structure from which an existing sign is removed. Any other maintenance will be the responsibility of the Customer.

The rights and obligations hereunder may not be assigned by the parties without the other party's prior consent. This contract shall be binding on the parties hereto, their successors and permitted assigns. This contract constitutes the entire contract between the parties and may not be changed or modified, except in writing signed by both parties. This contract is entered into under and is to be construed in accordance with the laws of the state of Michigan. Any legal action or proceeding related to this contract shall be brought exclusively in a federal or state court of competent jurisdiction in Michigan and both parties agree to submit to the jurisdiction of such courts.





REV: A

SPECIFICATIONS:

Overall Size: 54" X 102"

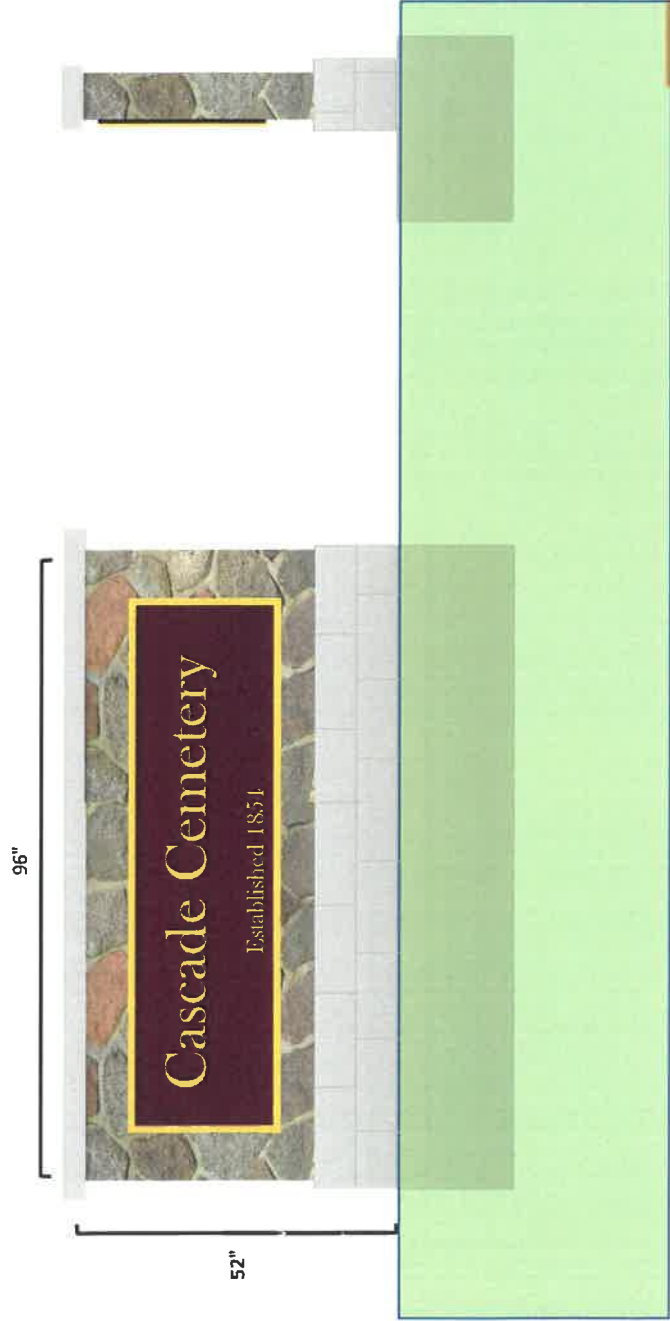
Material: Various: Concrete, stone, metal,

Substrate:

Colors: TBD

Installation:

Initial Rendering



REVISION HISTORY

REV	DATE	DESCRIPTION	OWNER	APPROV
Rev				

Approval of this document certifies that the client has fully reviewed the document and is approving ALL SIZES, COLORS, FABRICATION, and METHODS OF INSTALLATION and assumes responsibility for final product.

Client: Cascade Township Cemetery	Proposal #:	Proof: Rev A	Sales: JRM	Client Signature
Address:	Date: 4/12/22	Page:	Designer: RM	Date

Grand River Signs
 2648 Thornwood St SW Unit B, Grand Rapids, Michigan, 49519
 signs@grandriversigns.com
 616-425-9477
 EIN #: 830813240

Tax ID: 83-0813240
 www.grandriversigns.com



Quote 3982

Real Stone Cemetery Monument Sign

SALES REP INFO
 Jake Mate
 Sales
 jake@grandriversigns.com
 (616) 425-9477

QUOTE DATE
 04/05/2022
 QUOTE EXPIRY DATE
 05/05/2022
 TERMS
 Due on completion

ORDERED BY
 Cascade Charter Township
 7200 30th St SE
 Grand Rapids, MI, 49508

SHIPPING ADDRESS
 7200 30th St SE
 Grand Rapids, MI, 49508

INSTALL ADDRESS
 7200 30th St SE
 Grand Rapids, MI, 49508

CONTACT INFO
 Krissi Brott
 kbrott@cascadetwp.com
 +1 616-949-1508

#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)
1	Monument sign Stone Monument Sign, Metal cast letters, Aluminum frame, Real Stone exterior, Cap Stone, Cinder block base, Concrete footing, Dimension: 52" H x 96" W	1	Unit	\$8,995.00	\$8,995.00
2	Cast Bronze Plaque Aluminum Plaque, Metal Letters, 7" Letter height, Dimension: 24" H x 82" W	1	Unit	\$6,995.00	\$6,995.00
3	Permit Fees Permit fees required from local municipality. Includes - Sign Permit Fees, research/application processing time.	1	Each	\$375.00	\$375.00
4	Installation -Install new monument sign	1	Unit	\$3,999.00	\$3,999.00

* To confirm the concrete footing with the township

THIS QUOTATION IS CONFIDENTIAL AND INTENDED FOR THE "PREPARED FOR" ONLY.

Subtotal:	\$20,364.00
Sales Tax (6%):	\$1,199.34
Total:	\$21,563.34

Payment Terms:

1. **Orders \$500 or Less:** require 100% payment at time order is placed by check or credit card.
2. **Orders >\$500:** a 50% deposit is required when order is placed. **BALANCE IS IMMEDIATELY DUE UPON COMPLETION OF ORDER OR AT INSTALLATION.**
3. **DIGITAL ELECTRONIC MESSAGE CENTERS (EMC)** projects require a 70% deposit at time the order is placed with balance due at completion/installation.
4. We gladly accept checks, wire transfers or cash at no added charge! Major credit cards may also be used, a 5% convenience fee will be applied to the final invoice for use. We also accept company issued Purchase Orders. Any terms requested other than standard, must be approved in advance and in writing.
5. Any sign(s) installed or delivered, remain the property of Grand River Signs until such time as payment has been received in full.

Permits Processing & Fees:

Permit fees (sign permits, building permits, electrical permits) are not included in the quote unless indicated. Permit fees are based on the requirements and fees of the client's municipality and will be added to the final invoice. In addition to the required municipality permit fees, Grand River Signs assesses a standard \$150 charge for permit processing (paperwork preparation, administration and acquisition).

Requirements to Proceed:

1. Signed quote returned to Grand River Signs
2. Deposit Paid

** Please NOTE that Clients will have an opportunity to review a final production proof and will be required to sign-off prior to production begins **
3. Customer is responsible to ensure adequate electrical service is available at the connection point for any illuminated sign.

Mock-ups & Renderings

Design mock-ups and renderings are supplemental to an estimate. There will be a design fee of \$80/hour for any mock-up creation in excess of the industry standard 15 minutes. This fee will be waived if an order is placed. If an order is not placed, the design fee will apply and will be invoiced to the customer.

Downpayment (50.0 %) \$10,781.67

SIGNATURE:

DATE:

Grand River Signs
 2648 Thornwood St SW Unit B, Grand Rapids, Michigan, 49519
 signs@grandriversigns.com
 616-425-9477
 EIN #: 830813240

Tax ID: 83-0813240
 www.grandriversigns.com



Quote 4002

Faux Stone Cemetery Monument Sign

SALES REP INFO
Jake Mate
 Sales
 jake@grandriversigns.com
 (616) 425-9477

QUOTE DATE
 04/14/2022
 QUOTE EXPIRY DATE
 05/14/2022
 TERMS
 Due on completion

ORDERED BY
 Cascade Charter Township
 7200 30th St SE
 Grand Rapids, MI, 49508

SHIPPING ADDRESS
 7200 30th St SE
 Grand Rapids, MI, 49508
 SHIPPING TRACKING

INSTALL ADDRESS
 7200 30th St SE
 Grand Rapids, MI, 49508

CONTACT INFO
 Krissi Brott
 kbrott@cascadetwp.com
 +1 616-949-1508

#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)
1	Monument Body Stone Monument Sign, Metal cast letters, Aluminum frame, Faux Stone exterior, Cap Stone, Cinder block base, Concrete footing, Dimension: 52" H x 96" W	1	Unit	\$4,595.00	\$4,595.00
2	Aluminum Plaque Aluminum Plaque, Metal Letters, 7" Letter height, Dimension: 24" H x 82" W	1	Unit	\$3,995.00	\$3,995.00
3	Permit Fees Permit fees required from local municipality. Includes - Sign Permit Fees, research/application processing time.	1	Each	\$375.00	\$375.00
4	Installation -Install new monument sign	1	Unit	\$3,999.00	\$3,999.00

* To confirm with township concrete footing placement

THIS QUOTATION IS CONFIDENTIAL AND INTENDED FOR THE "PREPARED FOR" ONLY.

Subtotal:	\$12,964.00
Sales Tax (6%):	\$755.34
Total:	\$13,719.34

Payment Terms:

1. **Orders \$500 or Less:** require 100% payment at time order is placed by check or credit card.
2. **Orders >\$500:** a 50% deposit is required when order is placed. **BALANCE IS IMMEDIATELY DUE UPON COMPLETION OF ORDER OR AT INSTALLATION.**
3. **DIGITAL ELECTRONIC MESSAGE CENTERS (EMC)** projects require a 70% deposit at time the order is placed with balance due at completion/installation.
4. We gladly accept checks, wire transfers or cash at no added charge! Major credit cards may also be used, a 5% convenience fee will be applied to the final invoice for use. We also accept company issued Purchase Orders. Any terms requested other than standard, must be approved in advance and in writing.
5. Any sign(s) installed or delivered, remain the property of Grand River Signs until such time as payment has been received in full.

Permits Processing & Fees:

Permit fees (sign permits, building permits, electrical permits) are not included in the quote unless indicated. Permit fees are based on the requirements and fees of the client's municipality and will be added to the final invoice. In addition to the required municipality permit fees, Grand River Signs assesses a standard \$150 charge for permit processing (paperwork preparation, administration and acquisition).

Requirements to Proceed:

1. Signed quote returned to Grand River Signs
2. Deposit Paid

** Please NOTE that Clients will have an opportunity to review a final production proof and will be required to sign-off prior to production begins **
3. Customer is responsible to ensure adequate electrical service is available at the connection point for any illuminated sign.

Mock-ups & Renderings

Design mock-ups and renderings are supplemental to an estimate. There will be a design fee of \$80/hour for any mock-up creation in excess of the industry standard 15 minutes. This fee will be waived if an order is placed. If an order is not placed, the design fee will apply and will be invoiced to the customer.

Downpayment (50.0 %) \$6,859.67

SIGNATURE:

DATE:



3980 West River Drive
Comstock Park, MI 49321

Bid for Granite Sign at Cascade Township Cemetery

Specifications:

Rushmore Mahogany Granite with Bronze plaque to include lettering and designs.

All products quarried and produced in the USA. All stone engraving to be completed at our facility in Comstock Park, MI.

Granite Size: 7'6" x 0'11 x 4' 0"

Appearance to be rustic, with carved faux-boulder design. Entire sign made of one piece of solid mahogany granite.

Bronze plaque Size: 5'0" x 1'6"

Simple single boarder design to match (as similar as possible) the existing bronze sign.

Granite Sign: \$16,450

Includes engraved boulder design

Bronze Plaque: \$12,975

Includes duplicate design and all lettering, also includes mounting to granite.

Crane truck delivery: \$450

Project total: \$29,875

Cost does not include concrete foundation, or any additional sight work needed.

For questions, please contact Alex Fortosis at Patten Monument





CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE, Grand Rapids, Michigan 49546

Date: June 8, 2022
To: Supervisor Lesperance and Cascade Township Board
From: Benjamin Swayze, Township Manager
Subject: Discussion Item – Early Bid Package for Fire Station #1 Project

The Triangle project management team is recommending the Township consider an early bid package for certain items for the Fire Station #1 project that have significantly extended procurement times. From project manager Nick Ballou:

Please see the following list of material/equipment that we know to currently be long lead times that will directly impact our construction schedule's critical path and end date. The procurement lead times are based on other Triangle projects under construction and feedback from trade partners and suppliers. These durations represent current projections of how long it will take to receive the material/equipment after bidding, post-bid interviews, contract award, and shop drawing approval. The budget amounts listed are what were carried in our DD budget with a few notes listed specifically for each item. If for any reason the project were not to proceed after this procurement bid package, most of the cost exposure would be recoverable. We are working to better quantify any cancellation fees associated with the equipment orders, but the roofing material can be utilized elsewhere and should be refundable. We would essentially just be "getting our spot in line" through this early procurement bid package.

<u>Material/Equipment</u>	<u>Lead Time</u>	<u>Budget</u>	<u>Notes</u>
Roofing - Polyiso Insulation	52 weeks	\$330,000.00	Entire roof scope, including install
Electrical - Main Dist. Panel and Breakers	50-56 weeks	\$130,000.00	Includes some labor and cabling
Electrical - Back-up Generator	50-60 weeks	\$60,000.00	Includes transfer switches
Fire Alarm Control Panel & Devices	52 weeks	\$20,000.00	
	Total	\$540,000.00	

If the Township Board is OK considering an early bidding package, it would still be subject to the same process. Bids would be procured by the Triangle team and presented to the Township Board for consideration at a future date. It should be noted that services required from Williams Architects to create and early bid package are not necessarily included in the scope of their work and may increase architectural costs.



CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE, Grand Rapids, Michigan 49546

Date: June 8, 2022
To: Supervisor Lesperance and Cascade Township Board
From: Benjamin Swayze, Township Manager
Subject: Discussion Item – Rules for bidding on Fire Station #1 work

Triangle, the construction management firm selected for the Fire Station #1 project, has requested clarification on the bidding rules for the Fire Station #1 project. From project manager Brianne Pitchford:

To give some context and complete transparency. We have a subsidiary company by the name of IntegraCore Constructors. IC is its own separate company with separate office and field staff, the employees are Triangle employees but leased to IC. From an executive management standpoint there is some crossover between Triangle and IC, and ownership is the same as Triangle.

IntegraCore self-performs on Triangle projects, but we also bid on other GC/CM Projects. As IC we have the capabilities to self-perform general trades, finish and rough carpentry, etc. IC is definitely interested in bidding on the Cascade Fire Station. We (Triangle) would hold them to the same standard as any other trade partner, they would be expected to competitively bid the project. Sometimes IC is the low responsive bidder on Triangle work, sometimes they are not.

Below is a snapshot of some of IC's recent/ongoing hard bid projects;

Amy VanAndel Library – Erhardt Construction

Fox Subaru – Triangle Associates

Kent County Road Commission New Complex – OAK

WMU Dunbar Hall – Christman

GRPS Innovation Central High School – Rockford Construction

The initial Construction Manager Request for Proposals indicated that the selected construction manager would not be allowed to self-perform work. Given the relationship between Triangle and IntegraCore Constructors, it was felt further discussion on this issue is warranted. If allowed, any work that IntegraCore Constructors would potentially bid on would be done through a competitive, sealed bid process.



CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE, Grand Rapids, Michigan 49546

Date: June 8, 2022
To: Supervisor Lesperance and Cascade Township Board
From: Benjamin Swayze, Township Manager
Subject: Discussion Item – Kent County ARPA Funding

Kent County has launched a website to assist in determining how the County ARPA funds should be allocated (kentcountyarpa.com). According to the website, Kent County has identified the following key areas for the ARPA funds:

- **Community Health:** Investing in new and existing mental and physical health programs for the community such as mental health crisis support and removing lead from homes.
- **Quality of Life:** Long-term quality of life improvements for our community such as parks and riverfront enhancements, and family and visitor entertainment attractions.
- **Infrastructure:** Investments in the infrastructure of Kent County and its future such as broadband internet, stormwater flooding mitigation (drains), and county-wide mobility.
- **Economic Innovations and Workforce Development:** Investments in the future of Kent County's economy to provide a thriving, innovative and sustainable business climate and skilled workforce that addresses industry demands in the long-term, such as workforce training and food licensing fee waivers.
- **Improving Government Operations:** Investing in Kent County government operations, such as facility improvement and new technology, to address the growing needs of the community and to improve customer service.

There is currently a priorities & ideas survey available on the website, and will be open until June 24th. The County is also accepting ARPA funds proposals until Friday, July 15. The website has the following schedule listed:

- **June 2 – June 8** – Community Forums
- **June 24** – Community Survey Closes
- **July 15** – Proposal Form Closes
- **June/July/August** – All ideas and proposals will be reviewed by an internal team and then submitted to the Board of Commissioners for review and consideration.
- **July/August/September** – The Board of Commissioners will begin appropriating ARPA funds for projects.

The Governance Committee began this conversation at their May meeting and have identified a couple projects the Board may want to consider submitting, but thought a conversation with the full board was warranted. Ideas included:

- Broadband Extension for Alaska Ridge neighborhood
- Pedestrian facilities on Cascade Road bridge

The committee also discussed requesting funding for PFAS remediation costs, but thought that was a conversation best handled through other legal avenues given Kent Counties ownership of airport property.