



1720 Riverview Drive  
Kalamazoo, Michigan 49004  
Tele: (269) 381-8080  
www.ktwp.org

**Board of Trustees Regular Meeting Agenda  
February 26, 2024  
7:30 P.M.**

The “Regular Meeting” of the Board of Trustees of the *Charter Township of Kalamazoo* will be held at 7:30 p.m., on Monday, **February 26, 2024**, at the Kalamazoo Township Hall to discuss and act on the below-listed items and any other business that may legally come before the Board of Trustees of the *Charter Township of Kalamazoo*.

**Join Zoom Meeting**

<https://us02web.zoom.us/j/86065069818?pwd=TTJ5ZUcrSXRyUHhmdTRKN3FheHRsUT09>

**Meeting ID:** 860 6506 9818

**Passcode:** 569829

**Find your local number:**

<https://us02web.zoom.us/j/86065069818?pwd=TTJ5ZUcrSXRyUHhmdTRKN3FheHRsUT09>

**Meeting ID:** 860 6506 9818

**Passcode:** 569829

**1 – Call to Order**

**2 – Pledge of Allegiance**

**3 – Roll Call of Board Members**

**4 – Addition/Deletions to Agenda** (Any member of the public, board, or staff may ask that any item on the consent agenda be removed and placed elsewhere on the agenda for a full discussion. Such requests will be automatically respected.)

**5 – Public Comment on Agenda and Non-agenda Items** (Each person may use three (3) minutes for remarks. If your remarks extend beyond 3 minutes, please provide your comments in writing and they will be distributed to the board. The public comment period is for the Board to listen to your comments. Please begin your comments with your name and address.)

**6 – Consent Agenda** (The purpose of the Consent Agenda is to expedite business by grouping non-controversial items to be dealt with in one Board Motion without discussion.)

**Approval of:**

- A. Minutes of November 27, 2023, Board of Trustees Board Meeting
- B. Payment of Bills in the Amount of \$ 61,791.96

**Receipt of:**

A. Fire Report –January 2024

**7 Public Hearing/Presentation**

**8 Old Business**

**9 New Business**

- A. Request to Approve the Mowing and Trimming Services with Earth Works Lawn & Landscaping.
- B. Request to Approve the Authorization to Purchase Mobile Radio Replacement
- C. Request to Approve Interviewing internal candidates with a potential opportunity with the Kalamazoo Township
- D. Request to Approve Local Road Contract

**10 – Items Removed from the Consent Agenda**

**11 – Board Member Reports**

Trustee Glass  
Trustee Leuty  
Trustee Miller  
Trustee Robinson  
Clerk Mackie  
Treasurer Miller  
Supervisor Martin

**12 – Attorney Report**

**13 – Public Comments**

**14 – Adjournment**

Posted: February 23, 2024

Think Green

*Don Martin*  
Kalamazoo Township Supervisor

**CHARTER TOWNSHIP OF KALAMAZOO  
BOARD OF TRUSTEES MEETING  
November 27, 2023**

The Regular Meeting of the Board of Trustees of the *Charter Township of Kalamazoo* was held on **Monday, November 27, 2023, at 7:30 p.m.** in the Board Room of the Charter Township of Kalamazoo Administration Building, 1720 Riverview Drive, Kalamazoo, MI 49004.

**Item 1            CALL TO ORDER**

Supervisor Martin called the meeting to order at 7:30 p.m.

**Item 2            PLEDGE OF ALLEGIANCE**

Trustee Robinson led the Pledge of Allegiance.

**Item 3            ROLL CALL OF BOARD MEMBERS**

All present.

**Item 4            ADDITIONS AND DELETIONS TO AGENDA**

Trustee Miller stated there was a change to the printed version of the agenda on the website, but there were no changes to the packet materials. He said some items were inadvertently omitted from the printed agenda but were corrected in the version on the trustees' desks.

**Item 5            PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS**

None.

**Item 6            CONSENT AGENDA**

**Clerk Mackie moved, seconded by Trustee Miller, to adopt the Consent Agenda, consisting of:**

**Approval of:**

- A. Minutes of the Regular Board of Trustees Meeting October 23, 2023
- B. Payment of Bills in the amount of \$73,402.03

**Receipt of:**

- A. Fire Report - October 2023
- B. Treasurer Report - October 2023

**Voice vote, motion carried.**

**Item 7            PUBLIC HEARING / PRESENTATION**

- A. Request For a Public Hearing for the 2024 Operating Budget first Reading

Supervisor Martin opened the public hearing opened at 7:33 p.m.

Public comment: None

The hearing was closed at 7:34 p.m.

**Item 8            OLD BUSINESS**

None.

**Item 9**            **NEW BUSINESS**

**Item 9A**            **REQUEST TO ADOPT THE MEETINGS AND HOLIDAY SCHEDULE DATES 2024**

Trustee Leuty noted that the July 4<sup>th</sup> holiday included July 5<sup>th</sup> as the floating holiday.

**Trustee Leuty moved to adopt the meetings and holiday schedules for the year 2024, Trustee Robinson supported.**

Treasurer Miller noted that the Board will not meet on Memorial Day, May 27<sup>th</sup>, or Veterans Day, November 11<sup>th</sup>, and asked if they wanted to move the meeting to the next day or have one meeting those months.

Supervisor Martin suggested waiting to see what is on the agenda and determining whether a meeting is necessary.

Attorney Seeber said to publish the regularly scheduled meetings and, if a special meeting is necessary, post it on the website 18 hours before the meeting.

**Voice vote, motion carried.**

**Item 9B**            **REQUEST TO ADOPT THE 2023 POVERTY EXEMPTION INCOME GUIDELINES FOR PROPERTY TAXES**

Attorney Seeber said the Board is required to adopt the poverty level guidelines and asset level test annually. The asset level test has changed based on discussions with the former assessor regarding the types of assets and percentages. Attorney Seeber stated that the guidelines are needed for the Board of Review in December, and the assessor had reviewed and approved the guidelines.

**Treasurer Miller moved to adopt the resolution adopting the poverty exemption income guidelines for property taxes, Clerk Mackie supported.**

**Voice vote, motion carried.**

**Item 9C**            **REQUEST TO ADOPT THE 2024 ASSET LEVEL TEST RESOLUTION**

**Trustee Miller motioned to adopt the 2024 Asset Level Test Resolution adopting the poverty exemption income guidelines or property tax, Trustee Glass supported.**

**Roll call vote (7 AYE - 0 NAY), motion carried.**

**Item 9D**            **RESOLUTION TO APPROVE SETTING ADULT-USE MARIJUANA LICENSE FEE AT \$200.00**

Clerk Mackie described the changes to the adult-use marijuana licensing ordinance as allowing the Township to set a fee for transferring an existing license. The administrative work involved in a license transfer costs approximately \$200.

**Clerk Mackie moved to approve a resolution setting the adult-use marijuana license transfer fee at \$200, Treasurer Miller supported.**

**Roll call vote (7 AYE - 0 NAY), motion carried.**

**Item 9E**            **REQUEST TO APPROVE CHANGES TO THE WATER AGREEMENT**

Trustee Miller said the changes to the water agreement include a definition on page two for the system capacity buy-in fee, the duties of the Utility Policy Committee to review, analyze, and revise the methodology used to establish the system capacity buy-in fee, and an appendix detailing the method.

Mr. Wheat described the agreement to the Board.

Trustee Miller asked if a resolution was needed to eliminate the connection fee.

Attorney Seeber said a resolution to remove the connection fee was needed to undo the resolution that put the fee into place.

**Trustee Miller motioned to approve the changes to the water agreement and to authorize the supervisor to sign on behalf of the Township, Trustee Leuty supported.**

Trustee Leuty continued with Trustee Miller's question about the resolution and said adjusting the fee may be better than eliminating it.

Attorney Seeber said an administrative fee is okay. She said the connection fee would be eliminated, and the resolution would say the connection fee.

Trustee Robinson asked if the water tap-in and sewer use fees were being adjusted or removed.

Attorney Seeber said the infrastructure costs would be removed, but the administrative fees could still be charged. She said there is no sewer agreement with the city, so the sewer fee does not need modification.

Engineer Wheat said the surcharge comes with a fee from the city.

Attorney Seeber recalled that the fund was low and was being depleted; the manager was using the fund to pay membership fees and costs for the regional wastewater committee. She added that finance should check the water and sewer funds.

Trustee Leuty thanked everyone for clarification.

**Voice vote, motion carried.**

**Item 9F**      **REQUEST TO ACCEPT THE WELLHEAD PROTECTION ORDINANCE FIRST READING**

Trustee Miller stated that the Wellhead Protection Ordinance is a requirement of the Township's water contract signed with the city. He said there are additional performance standards, and a wellhead protection administrator assignment is needed.

**Trustee Miller motioned to accept the Wellhead Protection ordinance for first reading, Clerk Mackie supported.**

Attorney Seeber said this ordinance is being proposed and accepted by all the townships. She said it is a violation and has to be a misdemeanor according to state statute. The Township needs someone who understands standards, and it was discussed that the township engineer be the Wellhead Protection administrator. The ordinance will be effective 30 days after adoption. A charter township has to accept a first reading and publish. She said they combined Comstock Township's and Kalamazoo Township's publications so that Comstock Township would pay for the submittal notice, and Kalamazoo Township would pay for the notice of adaptation.

Trustee Leuty suggested acting on assigning a wellhead administrator at the next Board meeting.

Supervisor Martin said he spoke with the township engineer, Mike Swartz, about being a wellhead administrator and is willing to do that.

Treasurer Miller added to the previous discussion that based on the 3% surcharge collected at about \$100,000 each year, there is an accumulation of approximately \$600,000 in the water fund.

**Voice vote, motion carried.**

**Item 10**            **ITEMS REMOVED FROM THE CONSENT AGENDA**

None.

**Item 11**            **BOARD MEMBER REPORTS**

Trustee Glass said the community survey is available on the website and will be available to residents until December 15, 2023.

Trustee Leuty posted the KABA's 2024 meeting dates on the Board. He thanked Supervisor Martin for doing the Manager and Supervisor jobs.

Trustee Miller had no report.

Trustee Robinson had no report. She asked residents to be good neighbors and help keep the sidewalks clear.

Clerk Mackie had no report.

Treasurer Miller said the tax bills would be mailed on December 1, 2023. She thanked the front office for their help, and she thanked the taxpayers.

Supervisor Martin thanked PMN for recording the meeting. He announced the swearing-in of new firefighters on Tuesday, November 28, at 6:30 p.m. and invited the public to attend.

**Item 12**            **ATTORNEY REPORT**

Attorney Seeber said both houses had approved the bills transferring the utility-grade solar regulations. It was sent to the governor on November 20th; she has until December 4th to sign it. She said there is a second change to the law, which involves Cabo and the building department; they will have to notify tenants in writing if their building is going to be evacuated due to condemnation. It was a change to the Construction Code statute. Attorney Seeber said she cannot attend the December 11<sup>th</sup> meeting, and Attorney Koches will participate in her place.

**Item 13**            **PUBLIC COMMENTS**

None.

**Item 15**            **ADJOURNMENT**

Supervisor Martin said they were adjourning and going into a closed session.

**Clerk Mackie motioned to go into closed session to consider an attorney-client privileged communication pursuant to MCL 15.268H, Trustee Miller supported.**

**Voice vote, motion carried.**

**Supervisor Martin adjourned at 8:06 p.m. to go into a closed session.**

**Supervisor Martin opened the closed session at 8:06 p.m.**

**Trustee Robinson motioned to leave the closed session, Trustee Miller supported.**

**Supervisor Martin adjourned the closed session at 8:46 p.m.**

**Supervisor Martin adjourned the open session at 8:47 p.m.**

**BOARD MEMBERS PRESENT:**

Supervisor Donald D. Martin  
Treasurer Sherine M. Miller  
Clerk Lisa S. Mackie  
Trustee Clara Robinson  
Trustee Mark E. Miller  
Trustee Ashley Glass  
Trustee Steven C. Leuty

Respectfully submitted,

\_\_\_\_\_  
Lisa S. Mackie, Clerk

Attested to by,

**ABSENT:**

None

\_\_\_\_\_  
Donald D. Martin, Supervisor

**ALSO PRESENT:**

Attorney Roxanne Seeber  
Engineer Thomas Wheat  
Fire Marshal Todd Kowalski

**MINUTES PREPARED BY:**

Barbara Blankenship  
Elections Coordinator & Document Manager

User: MONICAK

EXP CHECK RUN DATES 02/27/2024 - 02/27/2024

DB: Kalamazoo Twp

BOTH JOURNALIZED AND UNJOURNALIZED OPEN

BANK CODE: POOL

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
1217 41693	ALIEN CAR CARE SCRATCH REMOVAL/DETAILING 207-301-932.00	02/22/2024 MONICAK VEHICLE REPAIRS & MAINT	02/22/2024	540.78 540.78	540.78	Open	N 02/22/2024
33924 41694	CREATIVE INSTINCT, INC. K9 TRADING CARDS 207-301-754.00	02/22/2024 MONICAK OPERATING SUPPLIES	02/22/2024	254.00 254.00	254.00	Open	N 02/22/2024
873593 41695	NYE UNIFORM CO. UNIFORMS 207-301-767.00	02/22/2024 MONICAK PERSONAL EQUIPMENT ALLOWANCE	02/22/2024	17.60 17.60	17.60	Open	N 02/22/2024
873544 41696	NYE UNIFORM CO. UNIFORMS 207-301-767.00	02/22/2024 MONICAK PERSONAL EQUIPMENT ALLOWANCE	02/22/2024	25.62 25.62	25.62	Open	N 02/22/2024
873548 41697	NYE UNIFORM CO. UNIFORMS 207-301-767.00	02/22/2024 MONICAK PERSONAL EQUIPMENT ALLOWANCE	02/22/2024	17.60 17.60	17.60	Open	N 02/22/2024
2024-02-802 41698	DAMS & ASSOCIATES, INC. STRATEGIC PLANNING 207-301-801.00	02/22/2024 MONICAK PURCHASED SERVICE - CONSOL DISPATCH	02/22/2024	1,800.00 1,800.00	1,800.00	Open	N 02/22/2024
48E545 41699	PORTAGE CLEANERS AND LAUNDRY CLEANING 207-301-801.00 206-336-801.00	02/22/2024 MONICAK PURCHASED SERVICE - CONSOL DISPATCH PROFESSIONAL & CONTRACTUAL SVC	02/22/2024	1,189.54 1,186.47 3.07	1,189.54	Open	N 02/22/2024
131092 41700	MIDWAY CHEVROLET, INC. OIL 207-301-932.00	02/22/2024 MONICAK VEHICLE REPAIRS & MAINT	02/22/2024	58.16 58.16	58.16	Open	N 02/22/2024
10198 41701	MIDWAY CHEVROLET, INC. OIL CHANGE 207-301-932.00	02/22/2024 MONICAK VEHICLE REPAIRS & MAINT	02/22/2024	81.00 81.00	81.00	Open	N 02/22/2024
10272 41702	MIDWAY CHEVROLET, INC. OIL CHANGE 207-301-932.00	02/22/2024 MONICAK VEHICLE REPAIRS & MAINT	02/22/2024	83.97 83.97	83.97	Open	N 02/22/2024



User: MONICAK

EXP CHECK RUN DATES 02/27/2024 - 02/27/2024

DB: Kalamazoo Twp

BOTH JOURNALIZED AND UNJOURNALIZED OPEN

BANK CODE: POOL

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
551-630987 41703	STATE OF MICHIGAN SOR REGISTRATIONS 217-301-801.00	02/22/2024 MONICAK	02/22/2024	150.00	150.00	Open	N 02/22/2024
	PROFESSIONAL & CONTRACTUAL SVC			150.00			
11186 41704	ABRAXAS ADMIN VAULT 101-261-801.00	02/22/2024 MONICAK	02/22/2024	189.45	189.45	Open	N 02/22/2024
	AUDIT SERVICES			189.45			
81591 41705	LOWE'S COMPANIES, INC. MISC SUPPLIES 101-215-751.00	02/22/2024 MONICAK	02/22/2024	20.98	20.98	Open	N 02/22/2024
	OFFICE SUPPLIES			20.98			
1081 41706	ROAD COMMISSION OF KALAMAZOO COUNTY SQUIRES RD - NON-MOTORIZED WORK 101-446-986.00	02/22/2024 MONICAK	02/22/2024	1,101.74	1,101.74	Open	N 02/22/2024
	SIDEWALK MAINTENANCE			1,101.74			
331742 41707	KCI BALLOT SELECTION 2ND NOTICE 101-215-801.00 101-215-851.00	02/22/2024 MONICAK	02/22/2024	920.36	920.36	Open	N 02/22/2024
	PURCHASED SERVICE/MAINTENANCE			810.49			
	POSTAGE			109.87			
CD2076262 41708	ELECTION SYSTEMS & SERVICE CONTRACT 101-215-801.00	02/22/2024 MONICAK	02/22/2024	5,180.00	5,180.00	Open	N 02/22/2024
	PURCHASED SERVICE/MAINTENANCE			5,180.00			
CD2076792 41709	ELECTION SYSTEMS & VAT BALLOTS 101-215-751.00	02/22/2024 MONICAK	02/22/2024	43.40	43.40	Open	N 02/22/2024
	OFFICE SUPPLIES			43.40			
11185 41710	ABRAXAS BLUEPRINT SCANNING 101-261-801.00	02/22/2024 MONICAK	02/22/2024	119.70	119.70	Open	N 02/22/2024
	AUDIT SERVICES			119.70			
INV-OH78-807 41711	BREATHING AIR SYSTEMS ANNUAL MAINTENANCE 206-336-931.00	02/22/2024 MONICAK	02/22/2024	1,374.96	1,374.96	Open	N 02/22/2024
	EQUIPMENT REPAIRS & MAINT			1,374.96			
21-028-33 41712	MCKENNA ASSOCIATES, INC. PLANNING/ZONING ADMIN 101-701-801.00	02/22/2024 MONICAK	02/22/2024	7,502.00	7,502.00	Open	N 02/22/2024
	PLANNING CONSULTANT			7,502.00			

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 User: MONICAK  
 DB: Kalamazoo Twp

INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
 EXP CHECK RUN DATES 02/27/2024 - 02/27/2024  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN  
 BANK CODE: POOL

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
21-028-33A 41713	MCKENNA ASSOCIATES, INC. 1251 SHAKESPEARE 701-000-283.00	02/22/2024 MONICAK	02/22/2024	2,411.25	2,411.25	Open	N 02/22/2024
	ZONING/DEVELOPMENT ESCROW			2,411.25			
21-028-33B 41714	MCKENNA ASSOCIATES, INC. 330 W MOSEL 701-000-283.00	02/22/2024 MONICAK	02/22/2024	20.50	20.50	Open	N 02/22/2024
	ZONING/DEVELOPMENT ESCROW			20.50			
1401317 41715	CLARK HILL PC LEGAL SUPPORT 101-261-802.00 207-301-802.00	02/22/2024 MONICAK	02/22/2024	1,282.50	1,282.50	Open	N 02/22/2024
	LEGAL SERVICES - LABOR			484.50			
	LEGAL SERVICES			798.00			
020824 41716	QUADIENT FINANCE USA, INC ACCT #7900 0440 8050 1095 101-261-851.00	02/22/2024 MONICAK	02/22/2024	8,040.00	8,040.00	Open	N 02/22/2024
	POSTAGE			8,040.00			
24-0190 41717	ELECTIONSOURCE PRECINCT KITS 101-215-751.00	02/22/2024 MONICAK	02/22/2024	540.60	540.60	Open	N 02/22/2024
	OFFICE SUPPLIES			540.60			
150183 41718	INCLUSION SOLUTIONS, LLC VOTING STATIONS 101-215-752.00	02/22/2024 MONICAK	02/22/2024	4,207.40	4,207.40	Open	N 02/22/2024
	SMALL TOOLS & EQUIPMENT			4,207.40			
150203 41719	INCLUSION SOLUTIONS, LLC PRIVACY SCREENS 101-215-752.00	02/22/2024 MONICAK	02/22/2024	783.70	783.70	Open	N 02/22/2024
	SMALL TOOLS & EQUIPMENT			783.70			
24-0242404-073 41720	MEEKHOF TIRE OF KALAMAZOO TIRES 206-336-932.00	02/22/2024 MONICAK	02/22/2024	788.64	788.64	Open	N 02/22/2024
	VEHICLE REPAIRS & MAINT			788.64			
207147445628 41721	CONSUMERS ENERGY ACCT #1000 0024 6171 206-336-921.14	02/22/2024 MONICAK	02/22/2024	838.72	838.72	Open	N 02/22/2024
	UTILITIES - NATURAL GAS			838.72			
206080717376 41722	CONSUMERS ENERGY ACCT #1000 1445 5693 206-336-920.14	02/22/2024 MONICAK	02/22/2024	465.40	465.40	Open	N 02/22/2024
	UTILITIES - ELECTRIC			465.40			

02/22/2024 11:59 AM  
 User: MONICAK  
 DB: Kalamazoo Twp

INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
 EXP CHECK RUN DATES 02/27/2024 - 02/27/2024  
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
021424 41723	KALAMAZOO CITY TREASURER WATER/SEWER 206-336-918.12	02/22/2024 MONICAK	02/22/2024	198.20	198.20	Open	N 02/22/2024
	UTILITIES - WATER			198.20			
021424A 41724	KALAMAZOO CITY TREASURER WATER/SEWER 206-336-918.12	02/22/2024 MONICAK	02/22/2024	117.65	117.65	Open	N 02/22/2024
	UTILITIES - WATER			117.65			
021424B 41725	KALAMAZOO CITY TREASURER WATER/SEWER 206-336-918.11	02/22/2024 MONICAK	02/22/2024	254.32	254.32	Open	N 02/22/2024
	UTILITIES - WATER			254.32			
INV3348687 41726	CARDIO PARTNERS, INC AED PADS 206-336-754.00	02/22/2024 MONICAK	02/22/2024	2,080.60	2,080.60	Open	N 02/22/2024
	OPERATING SUPPLIES			2,080.60			
85255104 41727	BOUND TREE MEDICAL, LLC RESCUE SUPPLIES 206-336-754.00	02/22/2024 MONICAK	02/22/2024	4,157.23	4,157.23	Open	N 02/22/2024
	OPERATING SUPPLIES			4,157.23			
01261 41728	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-931.00	02/22/2024 MONICAK	02/22/2024	42.41	42.41	Open	N 02/22/2024
	EQUIPMENT REPAIRS & MAINT			42.41			
01636 41729	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-932.00	02/22/2024 MONICAK	02/22/2024	69.31	69.31	Open	N 02/22/2024
	VEHICLE REPAIRS & MAINT			69.31			
875725 41730	NYE UNIFORM CO. UNIFORMS 206-336-767.00	02/22/2024 MONICAK	02/22/2024	137.02	137.02	Open	N 02/22/2024
	PERSONAL EQUIPMENT ALLOWANCE			137.02			
876376 41731	NYE UNIFORM CO. UNIFORMS 206-336-767.00	02/22/2024 MONICAK	02/22/2024	463.69	463.69	Open	N 02/22/2024
	PERSONAL EQUIPMENT ALLOWANCE			463.69			
01722 41732	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-932.00	02/22/2024 MONICAK	02/22/2024	13.26	13.26	Open	N 02/22/2024
	VEHICLE REPAIRS & MAINT			13.26			

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
349837 41733	NAPA AUTO PARTS MISC SUPPLIES 101-265-754.00	02/22/2024 MONICAK OPERATING SUPPLIES	02/22/2024	55.80 55.80	55.80	Open	N 02/22/2024
151722 41734	BS & A SOFTWARE ANNUAL SUPPORT - FIXED ASSETS 101-191-933.00	02/22/2024 MONICAK SOFTWARE MAINT AGREEMENTS	02/22/2024	1,523.00 1,523.00	1,523.00	Open	N 02/22/2024
128553 41735	ENGINEERING SUPPLY & IMAGING DESIGNJET PLOTTER 101-261-754.00	02/22/2024 MONICAK OPERATING SUPPLIES	02/22/2024	7,470.00 7,470.00	7,470.00	Open	N 02/22/2024
PJI-0227959 41736	GAME TIME WILSON REC AREA 101-751-970.00	02/22/2024 MONICAK CAPITAL OUTLAY	02/22/2024	1,832.46 1,832.46	1,832.46	Open	N 02/22/2024
PJI-0228267 41737	GAME TIME LAKEWOOD PARK 101-751-970.00	02/22/2024 MONICAK CAPITAL OUTLAY	02/22/2024	2,251.44 2,251.44	2,251.44	Open	N 02/22/2024
69899370 41738	ZOHO CORPORATION ANNUAL SUBSCRIPTION 101-261-850.00	02/22/2024 MONICAK COMMUNICATIONS (TELEPHONE)	02/22/2024	1,076.00 1,076.00	1,076.00	Open	N 02/22/2024
# of Invoices:	46	# Due:	46	Totals:	61,791.96	61,791.96	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					61,791.96	61,791.96	

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
--- TOTALS BY FUND ---							
	101 - GENERAL			43,342.53	43,342.53		
	206 - FIRE			11,004.48	11,004.48		
	207 - POLICE			4,863.20	4,863.20		
	217 - LIVESCAN/SOR			150.00	150.00		
	701 - TRUST & AGENCY			2,431.75	2,431.75		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 - REVENUES			2,431.75	2,431.75		
	191 - ELECTION			1,523.00	1,523.00		
	215 - CLERK			11,696.44	11,696.44		
	261 - GENERAL SERVICES_ADMIN			17,379.65	17,379.65		
	265 - MAINTENANCE			55.80	55.80		
	301 - POLICE			5,013.20	5,013.20		
	336 - FIRE			11,004.48	11,004.48		
	446 - INFRASTRUCTURE MAINTENANCE			1,101.74	1,101.74		
	701 - PLANNING/ZONING			7,502.00	7,502.00		
	751 - RECREATION			4,083.90	4,083.90		

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

INC. NO	ADDRESS	TYPE OF CALL	STA. 1	STA. 2	STA. 3	STA. 4	COMSTK	OSH	CITY
0001		BREATHING PROBLEM				1			
0002		CHEST PAIN		2					
0003		UNKNOWN/PERSON DOWN				5			
0004		ALTERED MENTAL STATUS	5						
0005		BREATHING PROBLEM				9			
0006		MOTOR VEHICLE ACCIDENT				4			
0007		FIRE ALARM	1			4			
0008		LIFT ASSIST		7	MR				
0009		MOTOR VEHICLE ACCIDENT	12	MR					
0010		BREATHING PROBLEM		5					
0011		LIFT ASSIST		6					
0012		BREATHING PROBLEM			MR		2		
0013		MOTOR VEHICLE ACCIDENT	5						
0014		SICK PERSON				1			
0015		STAB/GUNSHOT WOUND	2						
0016		CHEST PAIN		3					
0017		CHEST PAIN	2						
0018		CARDIAC ARREST	5						
0019		GAS LEAK		6			MG		
0020		CONVULSIONS/SEIZURE		4					
0021		LIFT ASSIST				3			
0022		STAB/GUNSHOT WOUND		7					
0023		ALTERED MENTAL STATUS		4					
0024		BREATHING PROBLEM				4			
0025		UNKNOWN/PERSON DOWN				4			
0026		CARDIAC ARREST	3						
0027		FALL				5			
0028		STRUCTURE FIRE		4			MG		
0029		BURNING COMPLAINT				8			
0030		BREATHING PROBLEM		6					
0031		BREATHING PROBLEM		5					
0032		SMOKE INVESTIGATION				9		MG	
0033		FIRE ALARM	4			10			
0034		UNCONSCIOUS		8					
0035		STAB/GUNSHOT WOUND		8					
0036		FALL	3						

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

<b>TOTALS</b>	<b>42</b>	<b>75</b>	<b>0</b>	<b>67</b>	<b>2</b>	<b>0</b>	<b>0</b>
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KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

INC. NO	ADDRESS	TYPE OF CALL	STA. 1	STA. 2	STA. 3	STA. 4	COMSTK	OSH	CITY
0037		UNKNOWN/PERSON DOWN	8	3					
0038		CANCELLED EN ROUTE		2	MR				
0039		ALTERED MENTAL STATUS			MR		2		
0040		STROKE		3					
0041		FALL				4			
0042		CONVULSIONS/SEIZURE		3					
0043		UNCONSCIOUS	1	4					
0044		FALL		4					
0045		WIRES DOWN/ARCING				4			
0046		EMS ALARM				6			
0047		MOTOR VEHICLE ACCIDENT	5						
0048		FALL		5					
0049		FALL	1						
0051		FALL				6			
0052		FALL		4					
0053		CHEST PAIN		4					
0054		BREATHING PROBLEM	10						
0055		ALTERED MENTAL STATUS		3					
0056		EMS ALARM				9			
0057		BACK PAIN	2						
0058		MOTOR VEHICLE ACCIDENT	2						
0059		MOTOR VEHICLE ACCIDENT	3						
0060		UNKNOWN/PERSON DOWN		2					
0061		SMOKE INVESTIGATION				4			MG
0062		CONVULSIONS/SEIZURE				4			
0064		BREATHING PROBLEM	2						
0065		SICK PERSON		5					
0066		FALL				3			
0067		CONVULSIONS/SEIZURE				6			
0069		ALLERGIC REACTION/STINGS				4			
0070		MOTOR VEHICLE ACCIDENT		8					
0071		EMS ALARM		6					
0072		BACK PAIN		3					
0073		HEMORRHAGE/LACERATION		3					
0074		BREATHING PROBLEM		2					
0075		MOTOR VEHICLE ACCIDENT				5			



KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

<b>TOTALS</b>	<b>76</b>	<b>139</b>	<b>0</b>	<b>122</b>	<b>4</b>	<b>0</b>	<b>0</b>
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KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

INC. NO	ADDRESS	TYPE OF CALL	STA. 1	STA. 2	STA. 3	STA. 4	COMSTK	OSH	CITY
0076		EMS ALARM				5			
0077		SICK PERSON	3						
0078		CHEST PAIN		3					
0079		SICK PERSON	7						
0080		BREATHING PROBLEM		4					
0082		BURNING COMPLAINT		6					
0083		ALTERED MENTAL STATUS	4						
0084		MOTOR VEHICLE ACCIDENT	5			7			
0085		SICK PERSON		4					
0086		WIRES DOWN/ARCING		4					
0087		WIRES DOWN/ARCING		4					
0088		WATER LEAK		8					
0089		WIRES DOWN/ARCING		7					
0090		FIRE ALARM	1			6			
0091		CONVULSIONS/SEIZURE		5					
0092		WIRES DOWN/ARCING		3					
0093		HEMORRHAGE/LACERATION		2					
0094		WIRES DOWN/ARCING				1			
0095		UNCONSCIOUS		2					
0096		STRUCTURE FIRE	1	3			3		4
0097		WIRES DOWN/ARCING	5						
0098		WIRES DOWN/ARCING				5			
0099		BREATHING PROBLEM				6			
0100		WIRES DOWN/ARCING				5			
0101		CHEST PAIN		2					
0102		CONVULSIONS/SEIZURE				5			
0103		MOTOR VEHICLE ACCIDENT				6			
0104		WIRES DOWN/ARCING				5			
0105		MOTOR VEHICLE ACCIDENT			MR		2		
0106		BREATHING PROBLEM				3			
0107		BREATHING PROBLEM	1						
0108		CONVULSIONS/SEIZURE		2					
0109		BREATHING PROBLEM	1	2					
0110		CHEST PAIN	1	2					
0111		EMS ALARM	2						
0112		BREATHING PROBLEM		1					

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

<b>TOTALS</b>	<b>107</b>	<b>203</b>	<b>0</b>	<b>176</b>	<b>9</b>	<b>0</b>	<b>4</b>
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KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

INC. NO	ADDRESS	TYPE OF CALL	STA. 1	STA. 2	STA. 3	STA. 4	COMSTK	OSH	CITY
0113		WIRES DOWN/ARCING				3			
0114		CHEST PAIN		1					
0115		MOTOR VEHICLE ACCIDENT				6			
0116		WIRES DOWN/ARCING		3					
0117		SMOKE INVESTIGATION		3					
0118		CONVULSIONS/SEIZURE				6			
0119		BREATHING PROBLEM	3						
0120		HEAD INJURY/PAIN	3						
0121		UNKNOWN/PERSON DOWN				7			
0122		BREATHING PROBLEM		3					
0123		FIRE ALARM	1			9			
0124		BREATHING PROBLEM				5			
0125		BREATHING PROBLEM		3					
0126		FALL	4						
0127		BREATHING PROBLEM	2						
0128		GAS LEAK	1			8		2	
0129		SMOKE INVESTIGATION	2	4			3		4
0130		LIFT ASSIST	1						
0131		FIRE ALARM	1			4		5	4
0132		BREATHING PROBLEM				3			
0133		SICK PERSON		1					
0134		UNCONSCIOUS				8			
0135		FIRE ALARM	2						
0136		WIRES DOWN/ARCING		2	MR				
0137		STRUCTURE FIRE				9		MG	
0138		STRUCTURE FIRE	1			10			
0139		SMOKE INVESTIGATION				4		MG	
0140		CHEST PAIN				2			
0141		BREATHING PROBLEM		4					
0142		BURNING COMPLAINT	6	4					
0143		BREATHING PROBLEM		8					
0144		BREATHING PROBLEM	2						
0145		SMOKE INVESTIGATION		4					
0146		UNKNOWN/PERSON DOWN				2			
0147		LIFT ASSIST		5	MR				
0148		CHEST PAIN		2					

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

TOTALS			136	250	0	262	12	7	12
INC. NO	ADDRESS	TYPE OF CALL	STA. 1	STA. 2	STA. 3	STA. 4	COMSTK	OSH	CITY
0149		BREATHING PROBLEM				4			
0150		BREATHING PROBLEM				4			
0151		SMOKE INVESTIGATION	4	3					
0152		BREATHING PROBLEM		4					
0153		ALTERED MENTAL STATUS			MR		2		
0154		MOTOR VEHICLE ACCIDENT	4						
0155		HEMORRHAGE/LACERATION		2					
0156		CANCELLED EN ROUTE		1					
0157		CHEST PAIN			MR		2		
0158		SMOKE INVESTIGATION	2	6					
0159		WIRES DOWN/ARCING		2					
0160		CANCELLED EN ROUTE	3						
0161		BREATHING PROBLEM	4						
0162		UNCONSCIOUS	5						
0163		UNKNOWN/PERSON DOWN				8			
0164		SMOKE INVESTIGATION	2	4					
0165		ALTERED MENTAL STATUS				4			
0166		SMOKE INVESTIGATION				5			MG
0167		BREATHING PROBLEM	1						
0168		UNCONSCIOUS		4					
0169		FALL				3			
0170		CHEST PAIN				2			
0171		DIABETIC PROBLEM		5					
0172		ALTERED MENTAL STATUS		5					
0173		SMOKE INVESTIGATION				3			MG
0174		HYPOTHERMIA		2					
0175		EMS ALARM				2			
0176		CHEST PAIN	4						
0177		OVERDOSE/POISONING		10					
0178		GAS LEAK	3	4					
0179		FIRE ALARM	1	4					
0180		WATER LEAK		8					
0181		MOTOR VEHICLE ACCIDENT				10			
0182		CANCELLED EN ROUTE		5					
0183		FIRE ALARM	4			5			

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

0184		EMS ALARM				5			
<b>TOTALS</b>			<b>173</b>	<b>319</b>	<b>0</b>	<b>317</b>	<b>16</b>	<b>7</b>	<b>12</b>
<b>INC. NO</b>	<b>ADDRESS</b>	<b>TYPE OF CALL</b>	<b>STA. 1</b>	<b>STA. 2</b>	<b>STA. 3</b>	<b>STA. 4</b>	<b>COMSTK</b>	<b>OSH</b>	<b>CITY</b>
0185		CONVULSIONS/SEIZURE		4		3			
0186		CHEST PAIN				3			
0187		FIRE ALARM	3	4		3			
0188		CARDIAC ARREST				5			
0189		CHEST PAIN	4						
0190		FIRE ALARM	4	4		5			
0191		BREATHING PROBLEM				6		MG	
0192		ALTERED MENTAL STATUS			MR		2		
0193		GAS LEAK		5			MG		
0194		SMOKE INVESTIGATION				7		MG	
0195		WATER LEAK				8			
0196		CANCELLED EN ROUTE		4					
0197		BREATHING PROBLEM		3					
0198		CANCELLED EN ROUTE	2						
0199		MOTOR VEHICLE ACCIDENT			MR		2		
0200		LIFT ASSIST		3					
0201		FALL		3					
0202		MOTOR VEHICLE ACCIDENT	5						
0203		WIRES DOWN/ARCING				3			
0204		CANCELLED EN ROUTE		4					
0205		CONVULSIONS/SEIZURE				3			
0206		WATER LEAK				5			
0207		ABDOMINAL PAIN		4					
0208		CANCELLED EN ROUTE		4					
0209		WIRES DOWN/ARCING		5					
0210		SICK PERSON				3			
0211		STROKE		2					
0212		MOTOR VEHICLE ACCIDENT				2			
0213		EMS ALARM	2						
0214		CONVULSIONS/SEIZURE		4					
0216		BREATHING PROBLEM		2					
0217		FALL	5						
0218		UNCONSCIOUS				4			
0219		FALL	4						

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

0220		MOTOR VEHICLE ACCIDENT		4					
<b>TOTALS</b>			<b>202</b>	<b>378</b>	<b>0</b>	<b>374</b>	<b>20</b>	<b>7</b>	<b>12</b>
<b>INC. NO</b>		<b>TYPE OF CALL</b>	<b>STA. 1</b>	<b>STA. 2</b>	<b>STA. 3</b>	<b>STA. 4</b>	<b>COMSTK</b>	<b>OSH</b>	<b>CITY</b>
0221		HEAD INJURY/PAIN		3	MR				
0222		WATER LEAK		3					
0223		STRUCTURE FIRE				7		MG	
0224		CHEST PAIN	1						
0225		UNCONSCIOUS		3					
0226		LIFT ASSIST		3	MR				
0227		FIRE ALARM	1	5	MR				
0228		GAS LEAK		3					
0230		EMS ALARM				2			
0229		CANCELLED EN ROUTE		3			MG		
0231		UNCONSCIOUS				4			
0232		STRUCTURE FIRE				8		MG	
0233		MOTOR VEHICLE ACCIDENT				8		MG	
0234		ALTERED MENTAL STATUS			MR		2		
0235		STRUCTURE FIRE	1	3			4		4
0236		FALL				6			
0237		FALL				6			
0238		STROKE			MR		2		
0240		FALL		3					
0241		FALL				6			
0242		ALTERED MENTAL STATUS				5			
0243		FALL				5			
0244		FALL	1						
0245		CHEST PAIN	2						
0246		FALL	6						
0247		ALTERED MENTAL STATUS		5					
0248		FIRE ALARM	4			6			
0249		CHEST PAIN	4						
0250		ABDOMINAL PAIN	4			7			
0251		CHEST PAIN				1			
0252		BURNING COMPLAINT	3						
0253		HEMORRHAGE/LACERATION		1					
0254		MOTOR VEHICLE ACCIDENT		6					





KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

<b>TOTLAS</b>			<b>229</b>	<b>433</b>	<b>0</b>	<b>467</b>	<b>28</b>	<b>7</b>	<b>16</b>
	<b>MG= MUTUAL AID GIVEN</b>	<b>EST. PROPERTY LOSS=\$ 0</b>							
	<b>MR= MUTUAL AID RECEIVED</b>	<b>EST. CONTENTS LOSS=\$ 0</b>							
	<b>INCIDENTS:</b>								
	<b>ALARMS - 296</b>	<b>MUTUAL AID RECEIVED - 18</b>							
	<b>ASSISTS - 38</b>	<b>MUTUAL AID GIVEN - 29</b>							
	<b>RESPONSES - 258</b>								
	<b>COMSTOCK</b>	<b>KALAMAZOO CITY</b>				<b>COOPER</b>			
	<b>MUTUAL AID RECEIVED - 12</b>	<b>MUTUAL AID RECEIVED - 4</b>				<b>MUTUAL AID RECEIVED - 0</b>			
	<b>MUTUAL AID GIVEN - 4</b>	<b>MUTUAL AID GIVEN - 3</b>				<b>MUTUAL AID GIVEN - 5</b>			
	<b>OSHTMO</b>	<b>Calls per Station</b>				<b>PARCHMENT</b>			
	<b>MUTUAL AID RECEIVED - 2</b>	<b>Station 1 = 73</b>				<b>MUTUAL AID RECEIVED - 0</b>			
	<b>MUTUAL AID GIVEN - 8</b>	<b>Station 2 = 112</b>				<b>MUTUAL AID GIVEN - 9</b>			
		<b>Station 3 = 17</b>							
		<b>Station 4 = 94</b>							
		<b>Assists</b>							
		<b>NW - EW = 13</b>							
		<b>NW - LW = 1</b>							
		<b>NW - WW = 10</b>							
		<b>EW - NW = 3</b>							
		<b>EW - LW = 8</b>							
		<b>EW - WW = 0</b>							
		<b>WW - NW = 3</b>							
		<b>WW - EW = 0</b>							

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

		<b>WW - LW = 0</b>							
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KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

<b>TOTALS</b>
1
2
5
5
9
4
5
7
12
5
6
2
5
1
2
3
2
5
6
4
3
7
4
4
4
3
5
4
8
6
5
9
14
8
8
3



KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

<b>TOTALS</b>
11
2
2
3
4
3
5
4
4
6
5
5
1
6
4
4
10
3
9
2
2
3
2
4
4
2
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3
6
4
8
6
3
3
2
5

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

341

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

<b>TOTALS</b>
5
3
3
7
4
6
4
12
4
4
4
8
7
7
5
3
2
1
2
11
5
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2
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6
5
2
3
1
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3
3
2
1

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

499



KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

<b>TOTALS</b>
3
1
6
3
3
6
3
3
7
3
10
5
3
4
2
11
13
1
14
3
1
8
2
2
9
11
4
2
4
10
8
2
4
2
5
2

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

<b>679</b>
<b>TOTALS</b>
4
4
7
4
2
4
2
1
2
8
2
3
4
5
8
6
4
5
1
4
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5
3
2
2
4
10
7
5
8
10
5
9

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

5
<b>844</b>
<b>TOTALS</b>
4
3
10
5
4
13
6
2
5
7
8
4
3
2
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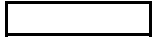
KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024

4
993
<b>TOTALS</b>
3
3
7
1
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3
6
3
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3
4
8
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12
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1
6





KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: January 2024



AID GIVEN - FIRE  
AID GIVEN - HAZMAT TEAM  
AID GIVEN - MEDICAL  
AID GIVEN - MOVE UP  
ABDOMINAL PAIN  
ALLERGIC REACTION/STINGS  
ALTERED MENTAL STATUS  
ANIMAL BITE  
ASSAULT  
ASSIST POLICE  
ATTEMPT SUICIDE  
BACK PAIN  
BREATHING PROBLEM  
BURNING COMPLAINT  
BURNS  
CANCELLED EN ROUTE  
CARBON MONOXIDE  
CARDIAC ARREST  
CHEST PAIN  
CHOKING  
CONVULSIONS/SEIZURE  
DIABETIC PROBLEM  
DUMPSTER FIRE  
ELEVATOR RESCUE  
EMS ALARM  
EYE INJURY  
EXTRICATION  
FALL  
FIRE ALARM  
FORCIBLE ENTRY  
GAS LEAK  
GRASS/BRUSH FIRE  
HAZMAT INVESTIGATION  
HEAD INJURY/PAIN  
HEAT EXHAUSTION  
HEMORRHAGE/LACERATION  
HIGH ANGLE RESCUE  
HYPOTHERMIA  
LIFT ASSIST  
MOTOR VEHICLE ACCIDENT  
NOTHING FOUND/ARRIVAL  
OVERDOSE/POISONING  
PREGNANCY/OB  
PSYCHIATRIC PROBLEMS  
SICK PERSON  
SMOKE INVESTIGATION  
STAB/GUNSHOT WOUND  
STROKE  
STRUCTURE FIRE  
TREE DOWN/REMOVAL  
UNCONSCIOUS  
UNKNOWN/PERSON DOWN  
VEHICLE FIRE  
WATER LEAK  
WATER RESCUE/DROWNING  
WELFARE CHECK  
WIRES DOWN/ARCING





1720 Riverview Drive  
Kalamazoo, MI 49004-1056  
Tele: (269) 381-8080  
Fax: (269) 381-3550  
www.ktwp.org

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** \_\_\_\_\_

FOR MEETING DATE: \_\_\_\_\_

SUBJECT: \_\_\_\_\_

REQUESTING DEPARTMENT: \_\_\_\_\_

SUGGESTED MOTION:

Financing Cost: \_\_\_\_\_

Source:      General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_

Are these funds currently budgeted? Yes \_\_\_\_\_ No \_\_\_\_\_

Other comments or notes:

Submitted by: \_\_\_\_\_

Manager's Recommendation:

**Direction:** In order for an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any and all requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration prior to its presentation to the Board. The completed form and supporting documentation must be received in the Manager's office **NO LATER THAN NOON THE THURSDAY PRECEDING THE NEXT REGULAR BOARD MEETING**. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

The mission of Kalamazoo Township is to provide government services that promote a safe, healthy, accessible, and economically viable community to live, work, learn and play.

**Request for Proposals (RFP)**  
**Mowing and Trimming of Township Parks, Open Space**  
**and**  
**Ordinance Enforcement-related Properties**  
for the Charter Township of Kalamazoo County of Kalamazoo, Michigan

The Charter Township of Kalamazoo, Kalamazoo County, Michigan (Township), is seeking proposals for lawn mowing and trimming services during the growing seasons (May 1 - November 1) of 2024, 2025 and 2026, for 1) Township parks and open space, and 2) private properties associated with ordinance enforcement.

Proposals can include 1) Township parks and open space, and/or 2) private properties associated with ordinance enforcement.

Proposals in a sealed envelope labelled as “Lawn mowing proposal” and addressed to “Supervisor” will be accepted at the Kalamazoo Township office at 1720 Riverview Drive, Kalamazoo, Michigan, until **Tuesday, February 6, 2024, at 9:00 a.m.**, at which time proposals will be opened for public viewing.

A company submitting a proposal shall thoroughly examine the proposal documents. A company submitting a proposal is in no way relieved from the obligation to examine any form, instrument, addendum, or other document or to visit sites to acquaint themselves. The submission of a proposal shall be taken as prima facie evidence of compliance with this section.

Proposal prices shall remain in effect for at least ninety (90) days from the date of the proposal opening to allow for the award of the proposal and that the proposed prices will remain firm through the three-year term of the contract.

**I. PROPERTIES:**

- A. Parks and Open Space (see descriptions/maps in Addendum A):
  - a. Academy Park
  - b. Jenks & Grand Pre Park
  - c. Rynbrandt Park
  - d. Stroud Family Playground
  - e. Wilson Recreation Area
  - f. Open space: Triangular parcel at the intersection of Nichols Road and W. Main Street
- B. Ordinance enforcement-related properties

**II. OPTION A: PARKS & OPEN SPACE PROPERTIES**

- A. For parks and open space properties, proposals shall identify standard fees for one set of lawn mowing and trimming services per week. The Township may direct the Contractor to provide mowing and trimming services less or more frequently than

one time per week, if periods of relatively low or high precipitation affect the rate of growth of turf grass.

- B. The time period of lawn mowing and trimming services will occur between May 1 and October 30, unless revised by the Township and Selected Contractor. By May 1 or each year, the Selected Contractor shall identify a targeted schedule for the Township's approval, which identifies the anticipated, scheduled day per week that the Selected Contractor aims to provide mowing and trimming services.
- C. For parks and open space properties, the Selected Contractor shall submit a monthly invoice addressed to the Deputy Clerk and Deputy Treasurer at 1720 Riverview Drive, Kalamazoo Michigan 49004, or via email, which identifies park and open space locations, dates of service, and fees.
- D. The Township reserves the right to contract for mowing and trimming services for either all or some of the individual park and open space properties identified in this RFP.

### **III. OPTION B: ORDINANCE ENFORCEMENT-RELATED PROPERTIES**

- A. The Township enforces a weed/grass control ordinance, which allows the Township, pursuant to the ordinance and state statute and after notice, to cut grass and weeds over 8" in height on private properties within the Township.
- B. The Township's Ordinance Enforcement Officer (OEO) shall identify properties needing mowing and trimming services as a result of the Township's ordinance enforcement process and shall communicate with a selected Mowing Contractor to implement lawn mowing and trimming services for specific private properties. Properties needing mowing and trimming services are typically one-quarter to one-third acre, residential lots.
- C. A proposal shall include the cost to mow long grass and weeds to reduce the height of the grass to approximately three inch (3") height (as noted in Section IV. A.) while also preventing the cut vegetation from smothering and damaging the living turf.
- D. For mowing and trimming services for ordinance-related properties, the Selected Contractor shall submit a monthly invoice addressed to the Deputy Clerk and Deputy Treasurer at 1720 Riverview Drive, Kalamazoo Michigan 49004, or via email, which identifies the property locations, dates of services, and fees.

### **IV. MOWING/CUTTING SPECIFICATIONS**

- A. Turf grass shall be mowed to a height of 2.5 – 3.0 inches (2.5 – 3.0") above grade, using a mulching mowing technique.
- B. Debris generated by the mowing and trimming activities will be removed from adjoining roadways, paths, and sidewalks.
- C. The contractor shall make a reasonable effort to remove and dispose litter before mowing and trimming.
- D. Per the Charter Township of Kalamazoo Climate Action Plan, the Township encourages the Selected Contractor the use of electric-powered (versus gasoline powered) lawn maintenance when feasible.

**V. TRIMMING**

- A. Trimming services shall include trimming around trees, shrubs, fences, tables, benches, posts, raised garden beds, goals, and bleacher.
- B. Additional trimming must be authorized by the Township Manager or Supervisor at least 24 hours in advance of work

**VI. CONTRACTOR CONDITIONS**

- A. No equipment shall be left on any job site overnight.
- B. Equipment shall protect sidewalks or non-motorized paths from damage due to excessive weight.
- C. Contractor shall be responsible for operating all equipment in a safe and prudent manner to prevent injury or damage to persons or property.
- D. Trucks and trailers shall identify the contractor by name.
- E. All trucks, trailers, and drivers must meet State guidelines.
- F. Contractor's staff will be required to wear clothing that identifies them as a mowing contractor.

**VII. INDEMNIFICATION**

- A. The Contractor shall indemnify, hold harmless and defend the Township, its elected and appointed officials, its agents, and employees against all claims, damages, losses, expenses, judgments, or punitive awards, including attorney fees, which may be sustained or incurred on account of injury or death to person(s) or damage to or destruction of property resulting from the performance of work hereunder, not caused by the sole negligence of the Township, its officials, its agents, or employees.
- B. Contractor guarantees the reimbursement, repair or replacement, and restoration of any cultivated area damaged by careless or accidental use of materials and/or machinery in the performance of the contract, to the satisfaction of the Township. There should be no damage to any tree, shrub, bleacher, post, goal, netting, curbing, or other township property from trimming. Any damages incurred will be the contractor's responsibility.

**VIII. CONTRACTUAL PROVISIONS**

- A. The Contract shall be binding upon the parties hereto and their respective successors and assigns.
- B. The contractor shall not sublet, assign, or transfer the contract or any portion of any payment due them thereunder, without the written consent of the Township.
- C. All contractors shall fill out completely the attached bid document.
- D. The contractor and the Township may mutually agree to extend the contract for up to two, one-year time periods.

- E. This contract may be canceled by the Township at any time should the contractor fail to maintain compliance with any of the conditions or specifications listed in this document.
- F. Any deviation from the specifications stated above must be detailed in the bid.
- G. The Charter Township of Kalamazoo reserves the right to reject any bids.

## **IX. INSURANCE**

- A. The contractor shall not commence work under this contract until obtaining required insurance and providing updated proof of insurance to the Township required under this paragraph. All coverage shall be with insurance companies licensed and authorized to do business in the State of Michigan. All coverage shall be with an insurance carrier acceptable to the Charter Township of Kalamazoo.
- B. Workers' Compensation Insurance: The contractor shall procure and maintain during the life of this contract, Workers' Compensation Insurance, including Employers' Liability coverage, in conformity with the applicable Statutes of the State of Michigan.
- C. Commercial General Liability Insurance: The contractor shall procure and maintain during the life of this contract, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence and/or aggregate combined single limit, Personal Injury, Bodily Injury, and Property Damage. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors coverage; (D) Broad Form General Liability Extensions or equivalent.
- D. Motor Vehicle Liability: The Contractor shall procure and maintain during the life of this contract, Motor Vehicle Liability Insurance, including Michigan no-fault coverage, with limits of liability of not less than \$1,000,000 per occurrence combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
- E. Additional Insured: Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following shall be "Additional Insured": The Charter Township of Kalamazoo, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and Board members, including employees and volunteers thereof.
- F. Vehicle Liability Insurance, as described above, shall include an endorsement stating the following: "It is understood and agreed that thirty (30) days advance written notice of cancellation, non-renewal, reduction and/or material change be sent to the Township Clerk, Charter Township of Kalamazoo, 1720 Riverview Dr. Kalamazoo MI 49004".
- G. Cancellation Notice: Workers' Compensation Insurance, Commercial General Liability Insurance, and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following: It is understood and agreed that Thirty (30) days Advanced Written Notice of Cancellation, Non-Renewable, Reduction, and/or Material Change shall be sent to the Supervisor's Office, Charter Township of Kalamazoo, 1720 Riverview Dr. Kalamazoo MI 49004.
- H. Proof of Insurance Coverage: The Contractor shall provide the following types and quantities of updated, proofs of insurance to the Charter Township of Kalamazoo before commencing work:

1. Two (2) copies of the Certificate of Insurance for Workers' Compensation Insurance
2. Two (2) copies of the Certificate of Insurance for Commercial General Liability Insurance
3. Two (2) copies of the Certificate of Insurance for Vehicle Liability Insurance
4. If so requested, certified copies of all policies mentioned above will be furnished.

**X. AUTHORIZED TOWNSHIP CONTACTS**

The Township Manager, Supervisor, and Ordinance Enforcement Officer are available at (269) 381-8080.

**XI. SELECTION CRITERIA**

The submitted bids will be evaluated and selection made by the Township Board. The contract will be awarded by the Township Board to a responsible contractor whose bids, conforming to this solicitation, will be most advantageous to the Township with price and other factors considered. The Township reserves the right to negotiate final service and price terms and to conduct interviews of bidders. The criteria used to evaluate the bids will be as follows:

- A. General qualifications and experience of the contractor as related to the performance of the contract.
- B. Overall component and service costs to accomplish program over the term of the proposed contract.
- C. Any additional benefits to be furnished the Township and/or its residents.
- D. The Township reserves the right to waive or reject any or all bids and to select a firm with which to contract for these services on the basis of all relevant factors. The Township further reserves the right to waive informalities and to make the award that, in the opinion of the Charter Township of Kalamazoo Board of Trustees, is in the best interest of the Township and its residents.

ADDENDUM A

Academy Park



Jenks & Grand Pre



Rynbrandt Park



Stroud Family Playground





Wilson Recreation Area



Open space: Triangular parcel at the intersection of Nichols Road and W. Main Street



**Sealed Proposal Form for the Charter Township of Kalamazoo**

Proposals in a sealed envelope will be accepted at the Kalamazoo Township office at 1720 Riverview Drive, Kalamazoo, Michigan 49004, until **Tuesday, February 6, 2024, at 9:00 a.m.**, at which time proposals will be opened for public viewing. The undersigned hereby declares they carefully examined the instructions and specifications as listed in the Proposal Packet. The undersigned declares the prices outlined in this proposal cover all the requirements listed in the proposal packet.

**Option A: Township Parks (see Addendum “A”)**

<b>Park location</b>	<b>Fee for one set of mowing and trimming services/week*</b>
Academy Park	\$
Jenks & Grand Pre Park	\$
Stroud Family Playground	\$
Rynbrandt Park	\$
Wilson Recreation Area	\$
Open space: Triangular parcel at the intersection of Nichols Road and W. Main Street	\$

\* Frequency may vary (see Item II. A.)

**Option B: Private Properties Pursuant to Ordinance Enforcement**

*(pursuant to Section XI of the Request for Proposal)*

<b>Location</b>	<b>Fee per mowing and trimming</b>
Ordinance enforcement-related properties	\$

**Company name:** \_\_\_\_\_

**Company address:** \_\_\_\_\_

**Contact person:** \_\_\_\_\_

**Contact Telephone #:** \_\_\_\_\_

**Fax Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Website (if applicable)** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/20/2024

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).

<b>PRODUCER</b> Whitaker Muller Insurance Group 2176 E. Centre Ave. Portage MI 49002	<b>CONTACT NAME:</b> <b>PHONE (A/C. No. Ext):</b> 800-968-1959		<b>FAX (A/C. No):</b> 269-324-5660	
	<b>E-MAIL ADDRESS:</b> certificates@whitakermuller.com			
<b>INSURED</b> Irish Ayres Enterprises LLC dba Earth Works Lawn & Landscape 9830 Portage Road Portage MI 49002	IRISAYR-01	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
		<b>INSURER A:</b> Frankenmuth Mutual Insurance Company		13986
		<b>INSURER B:</b> Accident Fund General Insurance Company		12304
		<b>INSURER C:</b> Frankenmuth Insurance Company		13986
		<b>INSURER D:</b>		
		<b>INSURER E:</b>		
		<b>INSURER F:</b>		

**COVERAGES**

CERTIFICATE NUMBER: 1753771194

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	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			6686611	5/11/2023	5/11/2024	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			6686610	5/11/2023	5/11/2024	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 <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			6686611	5/11/2023	5/11/2024	EACH OCCURRENCE	\$ 2,000,000
							AGGREGATE	\$ 2,000,000
								\$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	100039748	7/1/2023	7/1/2024	<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
C	Errors & Omissions			6686611	5/11/2023	5/11/2024	Each Claim/Aggregate Deductible	\$100,000/\$100,000 \$5,000

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

**CERTIFICATE HOLDER****CANCELLATION**
 Charter Township of Kalamazoo  
 1720 Riverview Drive  
 Kalamazoo MI 49004

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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1720 Riverview Drive  
Kalamazoo, MI 49004-1056  
Tele: (269) 381-8080  
Fax: (269) 381-3550  
[www.ktwp.org](http://www.ktwp.org)

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 9B 02262024

FOR MEETING DATE: February 26, 2024

SUBJECT: Mobile Radio Replacement for Engines and Ladders

REQUESTING DEPARTMENT: Fire Department

SUGGESTED MOTION: Authorize the Fire Department to purchase 8 APX4500 Mobile radios for the Engines and Ladders in the fleet.

Financing Cost: \$30,206.64

Source: General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other Fire Capital

Are these funds currently budgeted? Yes X No \_\_\_\_\_

Other comments or notes: \_\_\_\_\_

Submitted by: Jairus Baird, Fire Chief

**Recommendation:**

Direction: In order for an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any and all requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration prior to its presentation to the Board. The completed form and supporting documentation must be received in the Manager's office NO LATER THAN NOON THE THURSDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

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To: Kalamazoo Township Board  
From: Jairus Baird, Fire Chief  
Date: 02/26/2024

The mobile radios in our large vehicles (engines and ladders) are over 15 years old. While they have served us well, two of the units have started not performing reliably and need immediate replacement. All units in the fleet need to be replaced simultaneously to take benefit of bulk pricing, programming, for consistent operations/training of our personnel across our fleet, and to proactively address aging technology instead of chasing one after another as they begin failing.

Motorola has proven to have rugged and reliable products that match some of our current fleet technology, and which our members are familiar with its features. We obtained quotes from two Michigan vendors and have selected Roe-Comm Inc. for the purchase and initial programming of the units. The initial purchase also comes with a 5-year warranty.

Roe-Comm will handle the initial programming, and our personnel will install the radios ourselves to keep overall costs lower. Radios are identified in our Fire Capital plan yearly, and funds are available for this purchase.



## KALAMAZOO, TOWNSHIP OF

01/26/2024

01/26/2024

KALAMAZOO, TOWNSHIP OF  
1720 RIVERVIEW DR  
KALAMAZOO, MI 49004

Dear Todd Kowalski,

Motorola Solutions is pleased to present KALAMAZOO, TOWNSHIP OF with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

Motorola Solutions Manufacturer's Representative



Billing Address:  
 KALAMAZOO, TOWNSHIP OF  
 1720 RIVERVIEW DR  
 KALAMAZOO, MI 49004  
 US

Quote Date:01/26/2024  
 Expiration Date:03/26/2024  
 Quote Created By:  
 Mindy Sienko  
 msienko@roecomm.com

End Customer:  
 KALAMAZOO, TOWNSHIP OF  
 Todd Kowalski  
 tckowalski@ktwp.org  
 (269)381-8080

Contract: 35115 - STATE OF MICHIGAN,  
 MA# 190000001544

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 4500 Enhanced					
1	M22KSS9PW1BN	APX4500 ENHANCED VHF MOBILE	8	\$3,951.44	\$3,053.58	\$24,428.64
1a	GA00318AC	ENH: 5 YEAR ESSENTIAL SVC	8			
1b	G831AD	ADD: SPKR 15W WATER RESISTANT	8			
1c	G299AE	ADD: 1/4 WAVE ROOF TOP 150.8-162	8			
1d	G67DQ	ADD: REMOTE MOUNT O2 APXM	8			
1e	GA01606AA	ADD: NO BLUETOOTH/ WIFI/GPS ANTENNA NEEDED	8			
1f	GA00804AA	ADD: APX O2 CH (GREY)	8			
1g	G444AH	ADD: APX CONTROL HEAD SOFTWARE	8			
1h	QA02829AE	ADD: ANALOG CONVENTIONAL	8			
1i	QA05751AA	ADD: NO ENCRYPTION, CLEAR RADIO (NO ADP) (US ONLY)	8			



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.  
 Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
1j	W22BA	ADD: STD PALM MICROPHONE APX	8			
1k	QA09113AB	ADD: BASELINE RELEASE SW	8			
	APX™ Control Head/ Mounting Kits/DEK BOX/ Multiplexers					
2	H1900A	O2 CH	8	\$863.00	\$647.25	\$5,178.00
2a	G831AD	ADD: SPKR 15W WATER RESISTANT	8			
2b	GA01282AA	ADD: NO REMOTE TIB	8			
2c	G892AB	ENH:HAND MIC,GCAI WTR RESISTANT APX	8			
2d	GA01276AA	ADD: O2 REMOTE CHIB	8			
2e	GA01301AA	ADD: NO PWR CBL	8			
2f	G609AC	ADD: REMOTE MOUNT CABLE 50 FT APX	8			
2g	GA01297AA	ADD: NO ACCESSORY CABLE	8			

**Grand Total**
**\$29,606.64(USD)**
**Notes:**

- -Quote does not include programming fee by Roe-Comm., Inc, included on separate quote.
- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



## Purchase Order Checklist

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead  
**(PO will not be processed without this)**

PO Number/ Contract Number

PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

Bill-To Name on PO must be equal to the *Legal* Bill-To Name

Bill-To Address

Ship-To Address (If we are shipping to a MR location, it must be documented on PO)

Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO )

PO Amount must be equal to or greater than Order Total

Non-Editable Format (Word/ Excel templates cannot be accepted)

Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept

Ship To Contact Name & Phone #

Tax Exemption Status

Signatures (As required)



Date 01/26/24  
Account# 47042  
Order# 273097  
Salesman MMS  
PO#

Phone#: 269-327-1045  
Fax#: 269-327-8784

Bill To:

KALAMAZOO TOWNSHIP FIRE  
DEPARTMENT  
1720 RIVERVIEW DRIVE  
KALAMAZOO MI 49004

Ship To:

KALAMAZOO TOWNSHIP FIRE  
DEPARTMENT  
1720 RIVERVIEW DRIVE  
KALAMAZOO MI 49004

Quantity	Item / Description	Discount	Unit Price	Amount
	***** QUOTATION *****			
	CONSULTING APX PROGRAMMING FEE AND NEW TEMPLATE DESIGN \$75 PER RADIO X 8 = \$600			600.00
	Subtotal			600.00
	Quote Total			600.00

THANK YOU - We Appreciate Your Business!



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www.ktwp.org

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 9C 02262024

FOR MEETING DATE: February 26, 2024

SUBJECT: Interview internal candidates with a potential opportunity with the Kalamazoo Township

REQUESTING DEPARTMENT: Supervisor

**SUGGESTED MOTION:**

Approve authorizing the supervisor to interview internal candidates for Township Manager/superintendent, negotiate and execute an employment contract if a qualified candidate is selected.

Financing Cost: \_\_\_\_\_

Source:      General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_

Are these funds currently budgeted? Yes x      No \_\_\_\_\_

Submitted by: Don Martin Supervisor

Recommendation: Approve

Direction: For an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration before its presentation to the Board. The completed form and supporting documentation must be received NO LATER THAN NOON ON WEDNESDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

The mission of Kalamazoo Township is to provide government services that promote a safe, healthy, accessible, and economically viable community to live, work, learn, and play.



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**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 9D 02262024

FOR MEETING DATE: February 26, 2024

SUBJECT: Local Road Contract

REQUESTING DEPARTMENT: Supervisor

SUGGESTED MOTION:  
Approve local road contract.

Financing Cost: \_\_\_\_\_

Source:      General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_

Are these funds currently budgeted? Yes x      No \_\_\_\_\_

Submitted by: Don Martin Supervisor

Recommendation: Approve

Direction: For an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration before its presentation to the Board. The completed form and supporting documentation must be received NO LATER THAN NOON ON WEDNESDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

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## LOCAL ROAD CONTRACT

THIS CONTRACT made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between the Board of County Road Commissioners of the County of Kalamazoo, hereinafter referred to as the "RCKC" and the Township of Kalamazoo, Kalamazoo County, Michigan, hereinafter referred to as the "Township" for the purpose of fixing the rights and obligations of the parties and agreeing to the design/construction engineering and/or construction of certain improvements on county roads within the Township, hereinafter referred to as "Project".

WITNESSETH: WHEREAS, Section 20 of Act 51 of the Public Acts of 1951, as amended, authorizes Township Boards to appropriate general fund monies and to pay the same into the county road fund of the county for the maintenance and/or improvement of county roads within the Township, pursuant to an agreement between the Township and the RCKC; and

WHEREAS, it is mutually agreed between the RCKC and the Township that certain improvements are necessary on the county road system within the Township.

NOW, THEREFORE, IN CONSIDERATION of the promises and mutual undertakings of the parties in conformity with the applicable state laws, it is agreed:

- 1. The RCKC and Township agree that the scope of the work to be performed for the Project(s) identified is based on cost estimates and contingent upon how unexpected field issues are addressed. The RCKC, shall administer the Local Road Contract. The RCKC shall oversee design/construction engineering and/or construct or cause to be constructed the following road improvements:

**Academy Street** - 165' West of Dartmouth Street to 199' East of Arlington Street,  
**Arlington Street** - Academy Street to West Main Street,  
**Berkley Street** - Academy Street to West Main Street,  
**Clarendon Street** - Academy Street to West Main Street,  
**Dartmouth Street** - 179' South of Academy Street to West Main Street,  
**Grove Street** - 165' West of Dartmouth Street to 191' East of Arlington Street; *Crack Fill, Chip Seal, Fog Seal*

**Project Estimate: \$68,880.00**

**Work Order # \_\_\_\_\_**  
(to be assigned)

**Brownell Street** - 875' South of Alamo Avenue to Alamo Avenue,  
**Warren Place** - 1,074' South of Alamo Avenue to Alamo Avenue,  
**Vale View Road** - Alamo Avenue to 477' North of Alamo Avenue,  
**Pinehurst Alley** - Hillsdale Avenue to Pinehurst Boulevard,  
**Melcrest Street** - Alamo Avenue to Rusridge Avenue,  
**Rusridge Avenue** - Melcrest Street to Marywood Street,  
**Marywood Street** - Rusridge Avenue to Alamo Avenue,  
**Kaywood Drive** - Alamo Avenue to 846' North of Alamo Avenue,  
**Junedale Drive** - 260' West of Kaywood Drive to Kaywood Drive,  
**Doncrest Drive** - 188' West of Kaywood Drive to Kaywood Drive; *Crack Fill, Chip Seal, Fog Seal*

**Project Estimate: \$55,567.00**

**Work Order # \_\_\_\_\_**  
(to be assigned)

**Coolidge Avenue** - West Main Street to Haskell Street,  
**Grand Pre Avenue** - Olney Street to Timberleaf Lane,  
**Olney Road** - Grand Pre Avenue to Nichols Road,  
**Grace Road** - Nichols Road and Coolidge Avenue,  
**Atlee Avenue** - Bretton Drive to Manor Street,  
**Bretton Drive** - Atlee Avenue to Haskell Street,  
**Bretton Drive** - Haskell Street to 659' North of Haskell Street,  
**Olney Road** - Nichols Road to Gorham Lane; *Crack Fill, Chip Seal, Fog Seal*

**Project Estimate: \$96,281.00**

**Work Order # \_\_\_\_\_**  
(to be assigned)

**Dartmouth Street** - West Main to Hillsdale Avenue,  
**Clarendon Street** - West Main to West North Street,  
**Berkley Street** - West Main to Hillsdale Avenue,  
**Commonwealth Avenue** - Dartmouth Street to Arlington Street,  
**West North Street** - Dartmouth Street to Berkley Street; *Crack Fill, Chip Seal, Fog Seal*

**Project Estimate: \$53,372.00** **Work Order #** \_\_\_\_\_  
(to be assigned)

**Huntington Avenue** - East Main Street to Francis Avenue; *Crack Fill, Chip Seal, Fog Seal*

**Project Estimate: \$23,942.00** **Work Order #** \_\_\_\_\_  
(to be assigned)

**Lamont Avenue** - 1,765' South of Lake Street to Willow Boulevard,  
**Willis Avenue** - Lake Street to Willow Boulevard,  
**Carleton Avenue** - Field Avenue to 157' east of Bronson Avenue,  
**Willow Boulevard** - Field Avenue to Riverside Avenue; *Crack Fill, Chip Seal, Fog Seal*

**Project Estimate: \$80,770.00** **Work Order #** \_\_\_\_\_  
(to be assigned)

**Lauderdale Drive** - 2,095' South of West Main Street to West Main Street,  
**Cherry Hill Street** - 775' South of Santos Avenue to Santos Avenue,  
**Santos Avenue** - Solon Street to Kendal Avenue,  
**Sabin Street** - 693' South of West Main Street to West Main Street; *Crack Fill, Chip Seal, Fog Seal*

**Project Estimate: \$38,106.00** **Work Order #** \_\_\_\_\_  
(to be assigned)

**Lum Avenue** - Coy Avenue to East Main Street; *Crack Fill, Chip Seal, Fog Seal*

**Project Estimate: \$7,694.00** **Work Order #** \_\_\_\_\_  
(to be assigned)

**Seemore Avenue** - Humphrey Street to 754' North of Humphrey Street; *Crack Fill, Chip Seal, Fog Seal*

**Project Estimate: \$8,959.00** **Work Order #** \_\_\_\_\_  
(to be assigned)

**Westwood Drive** - West Main Street to West Main Street,  
**Sydelle Avenue** - West Main Street to North Fletcher Avenue,  
**Jennison Avenue** - West Main Street to Kenwood Avenue,  
**Kenwood Street** - Wealthy Street to Campbell Avenue,  
**Wealthy Street** - Kenwood Street to West Main Street,  
**North Fletcher Avenue** - Sydelle Avenue to West Main Street; *Crack Fill, Chip Seal, Fog Seal*

**Project Estimate: \$43,152.00** **Work Order #** \_\_\_\_\_  
(to be assigned)

**Alecia Avenue** - Christine Street to Westnedge Avenue,  
**Christine Avenue** - Alecia Avenue to Beth Avenue,  
**Beth Avenue** - Chloe Street to Christine Street,  
**Chloe Street** - 127' West of Beth Avenue to Beth Avenue; *HMA Overlay*

**Project Estimate: \$186,231.00** **Work Order #** \_\_\_\_\_  
(to be assigned)

**Arthur Avenue** - Coy Avenue to East Main Street; *Drainage Improvement*

**Project Estimate: \$25,058.00** **Work Order #** \_\_\_\_\_  
(to be assigned)



2. The detailed estimate(s) of the cost of the Project(s) is attached hereto and incorporated herein.
3. The terms and provisions of the RCKC policies, including those provided in the annual RCKC local road information packet, are deemed to be a part of and included in this Local Road Contract as though fully set forth herein.
4. The RCKC shall provide progress billing and shall make available the accounting to the Township in accordance with the following schedule of the LOCAL ROAD CONTRACT:

Total Estimated Project Cost(s)	<b>\$688,012.00</b>
<i>Total Estimated Billable Project Cost(s)</i>	<b>\$671,746.00</b>
RCKC Participation Funds (to extent available)	<b>\$335,873.00</b>
<i>Total Township Share</i>	<b>\$335,873.00</b>

5. General Provisions:

- A. This Local Road Contract contains all of the terms and conditions of the contractual relationship between the parties relating to the Project(s), and no amendments or additions to this Local Road Contract shall be binding unless they are in writing and signed by both parties. This Agreement, including all attachments, supersedes all prior oral and written and all contemporaneous oral negotiations, commitments, and understandings of the parties.
  - B. This Local Road Contract shall be binding on the parties, their legal representatives, successors, and assigns.
  - C. The headings of this Local Road Contract are for convenience only and in no way define, limit, or describe the scope or intent of this Local Road Contract or any of its sections, nor do they in any way affect this Local Road Contract.
  - D. Any notice required or permitted to be given under this Local Road Contract shall be sufficient if it is in writing and if it is sent by email, or registered mail or certified mail, and return receipt requested to the **Township of Kalamazoo** mailing address.
  - E. This Local Road Contract shall be governed by, construed, and enforced in accordance with the laws of the State of Michigan.
  - F. The invalidity of all or any part of any sections, subsections, or paragraphs of this Local Road Contract shall not invalidate the remainder of this Local Road Contract or the remainder of any paragraph or section not invalidated unless the elimination of such subsections, sections, or paragraphs shall substantially defeat the intents and purposes of the parties.
6. This Local Road Contract shall become binding on the parties hereto and be of full force and effect upon the signing thereof by the duly authorized officials of the Township and of the RCKC.
  7. The Township will be notified and agrees to authorize the Board to proceed with the award of the bids to the lowest responsive and responsible bidder unless advised in writing (by the appropriate township official by no later than the day before the Board meeting) that due to the cost of the project(s) with overhead, the cost exceeds the local road contract and therefore the township requests not to make the award to the bidder.
  8. The maximum cost to the township for the Project(s) is the amount itemized as the estimated project(s) cost on the Local Road Contract.
  9. The estimated Project(s) cost shall include all labor, materials, equipment, and contractor costs anticipated to be incurred in the project(s) by the Board. These items shall, in turn, include all indirect and administrative costs chargeable to the Project(s).

10. The parties hereto agree that, when and where applicable, they will comply with Executive Order 11246, Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Section 503 of the Rehabilitation Act of 1973, the Vietnam Era Veterans' Readjustment Assistance Act of 1974, Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act (all of the foregoing as amended) and the applicable portions of the Michigan Elliott-Larsen Civil Rights Act and Michigan Persons with Disabilities Civil Rights Act, as well as any implementing rules and regulations. Specifically, contractors and sub-contractors are required not to discriminate against any employee or applicant for employment with respect to such person's hire, tenure, terms, conditions, or privileges of employment because of such person's race, color, religion, national origin, age, sex, sexual orientation, gender identity, disability, or protected veteran status. Breach of this provision may be regarded as a material breach of the contract or purchasing agreement and handled accordingly. Further, any violation of this provision may be separately addressed in accordance with the foregoing laws.
11. The Board shall upon reasonable notification make available in their office to representatives of the Township all records concerning the project(s) for review.

IN WITNESS WHEREOF, the parties hereto have caused this Local Road Contract to be executed on the day and year first above written.

BOARD OF COUNTY ROAD COMMISSIONERS  
OF THE COUNTY OF KALAMAZOO

TOWNSHIP OF KALAMAZOO

By \_\_\_\_\_  
Chair

By Don Math  
Township Official

Date \_\_\_\_\_

Date 02-22-2024



Estimate Date: 12/04/23 Estimator: J. Kape Estimate Type: Preliminary

Municipality: Kalamazoo Township

**Brownell Street** - 875' South of Alamo Avenue to Alamo Avenue,  
**Warren Place** - 1,074' South of Alamo Avenue to Alamo Avenue,  
**Vale View Road** - Alamo Avenue to 477' North of Alamo Avenue,  
**Pinehurst Alley** - Hillsdale Avenue to Pinehurst Boulevard,  
**Melcrest Street** - Alamo Avenue to Rusridge Avenue,  
**Rusridge Avenue** - Melcrest Street to Marywood Street,  
**Marywood Street** - Rusridge Avenue to Alamo Avenue,  
**Kaywood Drive** - Alamo Avenue to 846' North of Alamo Avenue,  
**Junedale Drive** - 260' West of Kaywood Drive to Kaywood Drive,

Location: Doncrest Drive - 188' West of Kaywood Drive to Kaywood Drive

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 1.24 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
18,488	670	18			7,854
Conv Factor (Sft to Syd)	500	29			Cul-de-sac Quantity
9	875	20			3
	188	21			
	4,310	22			

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Crack Fill	Heavy	4,337.22	Lbs	\$1.29	\$5,595	
Vacuum Sweeping	2x	10.00	Hour	\$185.00	\$1,850	
RCKC Equipment		7.71	Hour	\$893.95	\$6,893	
RCKC Labor/Fringe		8.98	Hour	\$555.91	\$4,991	
Contractor Equipment/Labor		5,546.00	Gal	\$0.26	\$1,442	
Fine Aggregate, CST	16 Lbs / Syd	148.00	Ton	\$48.70	\$7,208	
Emulsion, CRS-2M	0.30 Gal / Syd	5,546.00	Gal	\$2.40	\$13,310	
Fog Seal CST	0.08 Gal / Syd	18,488.00	Syd	\$0.47	\$8,689	
<b>Estimated Billable Cost</b>					<b>\$49,979</b>	
<b>Cost Recovery - Billable (11.18%)</b>					<b>\$5,588</b>	
<b>Total Estimated Billable Cost</b>					<b>\$55,567</b>	
<b>Total Estimated Project Cost</b>					<b>\$55,567</b>	



Estimate Date: 12/04/23 Estimator: J. Kape Estimate Type: Preliminary

Municipality: Kalamazoo Township

**Academy Street** - 165' West of Dartmouth Street to 199' East of Arlington Street,  
**Arlington Street** - Academy Street to West Main Street,  
**Berkley Street** - Academy Street to West Main Street,  
**Clarendon Street** - Academy Street to West Main Street,  
**Dartmouth Street** - 179' South of Academy Street to West Main Street,  
**Grove Street** - 165' West of Dartmouth Street to 191' East of Arlington Street

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 1.55 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
22,565	1,370	22	545	20	7,854
Conv Factor (Sft to Syd)	1,200	29	1,570	21	Cul-de-sac Quantity
9	622	23	850	24	
	622	28	720	30	
	685	30			

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Pavement Marking		700.00	Ft	\$0.12	\$84	No charge
<b>Estimated Nonbillable Cost</b>					<b>\$84</b>	
<b>Cost Recovery - Nonbillable (11.18%)</b>					<b>\$9</b>	
<b>Total Estimated Nonbillable Cost</b>					<b>\$93</b>	
Crack Fill	Heavy	5,425.00	Lbs	\$1.29	\$6,998	
Vacuum Sweeping	2x	16.00	Hour	\$185.00	\$2,980	
RCKC Equipment		9.40	Hour	\$893.95	\$8,401	
RCKC Labor/Fringe		10.94	Hour	\$555.91	\$6,083	
Contractor Equipment/Labor		6,770.00	Gal	\$0.26	\$1,760	
Fine Aggregate, CST	16 Lbs / Syd	181.00	Ton	\$48.70	\$8,815	
Emulsion, CRS-2M	0.30 Gal / Syd	6,770.00	Gal	\$2.40	\$16,248	
Fog Seal CST	0.08 Gal / Syd	22,565.00	Syd	\$0.47	\$10,806	
<b>Estimated Billable Cost</b>					<b>\$61,870</b>	
<b>Cost Recovery - Billable (11.18%)</b>					<b>\$6,917</b>	
<b>Total Estimated Billable Cost</b>					<b>\$68,787</b>	
<b>Total Estimated Project Cost</b>					<b>\$68,880</b>	



Estimate Date: 12/04/23 Estimator: J. Kape Estimate Type: Preliminary

Municipality: Kalamazoo Township

Coolidge Avenue - West Main Street to Haskell Street,  
Grand Pre Avenue - Olney Street to Timberleaf Lane,  
Olney Road - Grand Pre Avenue to Nichols Road,  
Grace Road - Nichols Road and Coolidge Avenue,  
Atlee Avenue - Bretton Drive to Manor Street,  
Bretton Drive - Atlee Avenue to Haskell Street,  
Bretton Drive - Haskell Street to 659' North of Haskell Street,

Location: Olney Road - Nichols Road to Gorham Lane

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 2.33 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
31,618	8,222	21			7,854
Conv Factor (Sft to Syd)	1,410	20			Cul-de-sac Quantity
9	1,650	32			
	1,030	30			

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Crack Fill	Heavy	8,161.36	Lbs	\$1.29	\$10,528	
Vacuum Sweeping	2x	18.00	Hour	\$185.00	\$3,330	
RCKC Equipment		13.19	Hour	\$893.95	\$11,791	
RCKC Labor/Fringe		15.36	Hour	\$555.91	\$8,538	
Contractor Equipment/Labor		9,485.00	Gal	\$0.26	\$2,466	
Fine Aggregate, CST	16 Lbs / Syd	253.00	Ton	\$48.70	\$12,321	
Emulsion, CRS-2M	0.30 Gal / Syd	9,485.00	Gal	\$2.40	\$22,764	
Fog Seal CST	0.08 Gal / Syd	31,618.00	Syd	\$0.47	\$14,860	
<b>Estimated Billable Cost</b>					<b>\$86,599</b>	
<b>Cost Recovery - Billable (11.18%)</b>					<b>\$9,682</b>	
<b>Total Estimated Billable Cost</b>					<b>\$96,281</b>	
<b>Total Estimated Project Cost</b>					<b>\$96,281</b>	



Estimate Date: 12/04/23 Estimator: J. Kape Estimate Type: Preliminary

Municipality: Kalamazoo Township

Dartmouth Street - West Main to Hillsdale Avenue,  
Clarendon Street - West Main to West North Street,  
Berkley Street - West Main to Hillsdale Avenue,  
Commonwealth Avenue - Dartmouth Street to Arlington Street,

Location: West North Street - Dartmouth Street to Berkley Street

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 1.34 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
17,591	2,050	20			7,854
Conv Factor (Sft to Syd)	3,015	21			Cul-de-sac Quantity
9	1,000	30			
	1,000	24			

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Pavement Marking		120.00	Ft	\$0.12	\$14	No charge
					<b>Estimated Nonbillable Cost</b>	<b>\$14</b>
					<b>Cost Recovery - Nonbillable (11.18%)</b>	<b>\$2</b>
					<b>Total Estimated Nonbillable Cost</b>	<b>\$16</b>
Crack Fill	Heavy	4,683.24	Lbs	\$1.29	\$6,041	
Vacuum Sweeping	2x	8.00	Hour	\$185.00	\$1,480	
RCKC Equipment		7.33	Hour	\$893.95	\$6,553	
RCKC Labor/Fringe		8.54	Hour	\$555.91	\$4,745	
Contractor Equipment/Labor		5,277.00	Gal	\$0.26	\$1,372	
Fine Aggregate, CST	16 Lbs / Syd	141.00	Ton	\$48.70	\$6,867	
Emulsion, CRS-2M	0.30 Gal / Syd	5,277.00	Gal	\$2.40	\$12,665	
Fog Seal CST	0.08 Gal / Syd	17,591.00	Syd	\$0.47	\$8,288	
					<b>Estimated Billable Cost</b>	<b>\$47,991</b>
					<b>Cost Recovery - Billable (11.18%)</b>	<b>\$5,365</b>
					<b>Total Estimated Billable Cost</b>	<b>\$53,356</b>
					<b>Total Estimated Project Cost</b>	<b>\$53,372</b>



Estimate Date: 11/16/23 Estimator: J. Whitmyer Estimate Type: Preliminary  
 Municipality: Kalamazoo Township  
 Location: Huntington Avenue - East Main Street to Francis Avenue  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Project Length: 0.43 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
6,027	2,260	24			7,854
Conv Factor (Sft to Syd)					Cul-de-sac Quantity
9					

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
High Shoulder, Remove		48.00	Station	\$65.00	\$2,990	No charge
					<b>Estimated Nonbillable Cost</b>	<b>\$2,990</b>
					<b>Cost Recovery - Nonbillable (11.18%)</b>	<b>\$334</b>
					<b>Total Estimated Nonbillable Cost</b>	<b>\$3,324</b>
Crack Fill	Heavy	1,498.11	Lbs	\$1.29	\$1,933	
Vacuum Sweeping		8.00	Hour	\$185.00	\$1,480	
RCKC Equipment		3.34	Hour	\$893.95	\$2,988	
RCKC Labor/Fringe		3.89	Hour	\$555.91	\$2,164	
Contractor Equipment/Labor		1,808.00	Gal	\$0.26	\$470	
Fine Aggregate, CST	16 Lbs / Syd	48.00	Ton	\$48.70	\$2,338	
Emulsion, CRS-2M	0.30 Gal / Syd	1,808.00	Gal	\$2.40	\$4,339	
Fog Seal CST	0.08 Gal / Syd	6,027.00	Syd	\$0.47	\$2,833	
					<b>Estimated Billable Cost</b>	<b>\$18,545</b>
					<b>Cost Recovery - Billable (11.18%)</b>	<b>\$2,073</b>
					<b>Total Estimated Billable Cost</b>	<b>\$20,618</b>
					<b>Total Estimated Project Cost</b>	<b>\$23,942</b>



Estimate Date: 12/04/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Lamont Avenue - 1,765' South of Lake Street to Willow Boulevard,  
Willis Avenue - Lake Street to Willow Boulevard,  
Carleton Avenue - Field Avenue to 157' east of Bronson Avenue,

Location: Willow Boulevard - Field Avenue to Riverside Avenue

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 1.31 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
21,771	700	21			7,854
Conv Factor (Sft to Syd)	800	20			Cul-de-sac Quantity
9	2,370	22			
	1,765	48			
	1,290	22			

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
High Shoulder, Remove		103.00	Station	\$85.00	\$8,685	No charge
Pavement Marking		800.00	Ft	\$0.12	\$96	No charge
					<b>Estimated Nonbillable Cost</b>	<b>\$6,791</b>
					<b>Cost Recovery - Nonbillable (11.18%)</b>	<b>\$759</b>
					<b>Total Estimated Nonbillable Cost</b>	<b>\$7,550</b>

Crack Fill	Heavy	4,590.44	Lbs	\$1.29	\$5,922	
Vacuum Sweeping		11.00	Hour	\$185.00	\$2,035	
RCKC Equipment		14.16	Hour	\$893.95	\$12,658	
RCKC Labor/Fringe		16.49	Hour	\$555.91	\$9,167	
Contractor Equipment/Labor		6,531.00	Gal	\$0.26	\$1,694	
Fine Aggregate, CST	16 Lbs / Syd	174.00	Ton	\$48.70	\$8,474	
Emulsion, CRS-2M	0.30 Gal / Syd	6,531.00	Gal	\$2.40	\$15,674	
Fog Seal CST	0.08 Gal / Syd	21,771.00	Syd	\$0.47	\$10,232	
					<b>Estimated Billable Cost</b>	<b>\$65,857</b>
					<b>Cost Recovery - Billable (11.18%)</b>	<b>\$7,363</b>
					<b>Total Estimated Billable Cost</b>	<b>\$73,220</b>
					<b>Total Estimated Project Cost</b>	<b>\$80,770</b>





Estimate Date: 12/04/23 Estimator: J. Kape Estimate Type: Preliminary

Municipality: Kalamazoo Township

Lauderdale Drive - 2,095' South of West Main Street to West Main Street,  
Cherry Hill Street - 775' South of Santos Avenue to Santos Avenue,  
Santos Avenue - Solon Street to Kendal Avenue,

Location: Sabin Street - 893' South of West Main Street to West Main Street

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 0.86 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
12,532	2,288	22			7,854
Conv Factor (Sft to Syd)	693	21			Cul-de-sac Quantity
9	775	32			
	770	30			

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Pavement Marking		770.00	Ft	\$0.12	\$92	No charge
					<b>Estimated Nonbillable Cost</b>	<b>\$92</b>
					<b>Cost Recovery - Nonbillable (11.18%)</b>	<b>\$10</b>
					<b>Total Estimated Nonbillable Cost</b>	<b>\$102</b>
Crack Fill	Heavy	3,000.19	Lbs	\$1.29	\$3,870	
Vacuum Sweeping	2x	8.00	Hour	\$185.00	\$1,480	
RCKC Equipment		5.24	Hour	\$893.95	\$4,681	
RCKC Labor/Fringe		6.10	Hour	\$555.91	\$3,390	
Contractor Equipment/Labor		3,760.00	Gal	\$0.26	\$978	
Fine Aggregate, CST	16 Lbs / Syd	100.00	Ton	\$48.70	\$4,870	
Emulsion, CRS-2M	0.30 Gal / Syd	3,760.00	Gal	\$2.40	\$9,024	
Fog Seal CST	0.08 Gal / Syd	12,532.00	Syd	\$0.47	\$5,890	
					<b>Estimated Billable Cost</b>	<b>\$34,182</b>
					<b>Cost Recovery - Billable (11.18%)</b>	<b>\$3,822</b>
					<b>Total Estimated Billable Cost</b>	<b>\$38,004</b>
					<b>Total Estimated Project Cost</b>	<b>\$38,106</b>



Road Commission of Kalamazoo County  
 3801 East Kilgore Road  
 Kalamazoo, MI 49001  
 www.kalamazoocountyroads.com

2024 Project Estimate  
 VALID FOR 30 DAYS

Estimate Date: 11/16/23 Estimator: J. Whitmyer Estimate Type: Preliminary  
 Municipality: Kalamazoo Township  
 Location: Lum Avenue - Coy Avenue to East Main Street  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Project Length: 0.13 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
1,687	690	22			7,854
Conv Factor (Sft to Syd)					Cul-de-sac Quantity
9					

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
High Shoulder, Remove		14.00	Station	\$65.00	\$910	No charge
		<i>Estimated Nonbillable Cost</i>			\$910	
		<i>Cost Recovery - Nonbillable (11.18%)</i>			\$102	
		<i>Total Estimated Nonbillable Cost</i>			\$1,012	
Crack Fill	Heavy	457.39	Lbs	\$1.29	\$590	
Vacuum Sweeping		4.00	Hour	\$185.00	\$740	
RCKC Equipment		1.24	Hour	\$893.95	\$1,106	
RCKC Labor/Fringe		1.44	Hour	\$555.91	\$801	
Contractor Equipment/Labor		506.00	Gal	\$0.26	\$132	
Fine Aggregate, CST	16 Lbs / Syd	13.00	Ton	\$48.70	\$633	
Emulsion, CRS-2M	0.30 Gal / Syd	506.00	Gal	\$2.40	\$1,214	
Fog Seal CST	0.08 Gal / Syd	1,687.00	Syd	\$0.47	\$783	
		<i>Estimated Billable Cost</i>			\$6,010	
		<i>Cost Recovery - Billable (11.18%)</i>			\$672	
		<i>Total Estimated Billable Cost</i>			\$6,682	
<i>Total Estimated Project Cost</i>					\$7,694	



Estimate Date: 12/04/23 Estimator: J. Kape Estimate Type: Preliminary  
 Municipality: Kalamazoo Township  
 Location: Seemore Avenue - Humphrey Street to 754' North of Humphrey Street  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Project Length: 0.12 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
2,354	635	21			7,854
Conv Factor (Sft to Syd)					Cul-de-sac Quantity
9					1

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Crack Fill	Heavy	420.93	Lbs	\$1.29	\$543	
Vacuum Sweeping	2x	2.00	Hour	\$185.00	\$370	
RCKC Equipment		2.10	Hour	\$893.95	\$1,877	
RCKC Labor/Fringe		2.44	Hour	\$555.91	\$1,359	
Contractor Equipment/Labor		706.00	Gal	\$0.26	\$184	
Fine Aggregate, CST	16 Lbs / Syd	19.00	Ton	\$48.70	\$925	
Emulsion, CRS-2M	0.30 Gal / Syd	706.00	Gal	\$2.40	\$1,694	
Fog Seal CST	0.08 Gal / Syd	2,354.00	Syd	\$0.47	\$1,108	
<b>Estimated Billable Cost</b>					<b>\$8,058</b>	
<b>Cost Recovery - Billable (11.18%)</b>					<b>\$901</b>	
<b>Total Estimated Billable Cost</b>					<b>\$8,959</b>	
<b>Total Estimated Project Cost</b>					<b>\$8,959</b>	



Estimate Date: 12/04/23 Estimator: J. Kape Estimate Type: Preliminary

Municipality: Kalamazoo Township

Westwood Drive - West Main Street to West Main Street,  
Sydelle Avenue - West Main Street to North Fletcher Avenue,  
Jennison Avenue - West Main Street to Kenwood Avenue,  
Kenwood Street - Wealthy Street to Campbell Avenue,  
Wealthy Street - Kenwood Street to West Main Street,

Location: North Fletcher Avenue - Sydelle Avenue to West Main Street

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 1.17 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
13,811	3,554	20			7,854
Conv Factor (Sft to Syd)	465	12			Cul-de-sac Quantity
9	585	22			
	1,570	21			

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Crack Fill	Heavy	4,092.61	Lbs	\$1.29	\$5,279	
Vacuum Sweeping	2x	12.00	Hour	\$185.00	\$2,220	
RCKC Equipment		5.68	Hour	\$893.95	\$5,073	
RCKC Labor/Fringe		6.81	Hour	\$555.91	\$3,674	
Contractor Equipment/Labor		4,083.00	Gal	\$0.26	\$1,062	
Fine Aggregate, CST	16 Lbs / Syd	109.00	Ton	\$48.70	\$5,308	
Emulsion, CRS-2M	0.30 Gal / Syd	4,083.00	Gal	\$2.40	\$9,799	
Fog Seal CST	0.08 Gal / Syd	13,811.00	Syd	\$0.47	\$6,397	
<b>Estimated Billable Cost</b>					<b>\$38,813</b>	
<b>Cost Recovery - Billable (11.18%)</b>					<b>\$4,339</b>	
<b>Total Estimated Billable Cost</b>					<b>\$43,152</b>	
<b>Total Estimated Project Cost</b>					<b>\$43,152</b>	



Estimate Date: 01/25/24 Estimator: J. Whitmyer Estimate Type: Revised

Municipality: Kalamazoo Township

Alecia Avenue - Christine Street to Westnedge Avenue,  
Christine Avenue - Alecia Avenue to Beth Avenue,  
Beth Avenue - Chloe Street to Christine Street,

Location: Chloe Street - 127' West of Beth Avenue to Beth Avenue

Project Description: HMA Overlay

Project Length: 0.50 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
9,380	735	30			7,854
Conv Factor (Sft to Syd)	925	30			Cul-de-sac Quantity
9	956	28			1

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Manhole Adjust, Sanitary		3.00	Ea	\$1,250.00	\$3,750	No charge
					<b>Estimated Nonbillable Cost</b>	<b>\$3,750</b>
					<b>Cost Recovery - Nonbillable (11.18%)</b>	<b>\$419</b>
					<b>Total Estimated Nonbillable Cost</b>	<b>\$4,169</b>

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Material Testing		3.00	Ea	\$750.00	\$2,250	
Roadside Restoration		18.00	Station	\$225.00	\$4,050	
Manhole Adjust, Storm		1.00	Ea	\$1,250.00	\$1,250	
Cold Milling, HMA Surface, 2" to 4" (1k - 5k Syd)		10,267.00	Syd	\$3.00	\$30,801	
HMA, 36A Mod, Surface	250 Lbs / Syd	1,390.00	Ton	\$90.00	\$125,100	HMA Valley Gutter
Fog Seal, Construction Joint		2,756.00	Ft	\$0.11	\$303	
					<b>Estimated Billable Cost</b>	<b>\$163,754</b>
					<b>Cost Recovery - Billable (11.18%)</b>	<b>\$18,308</b>
					<b>Total Estimated Billable Cost</b>	<b>\$182,062</b>

<b>Total Estimated Project Cost</b>	<b>\$186,231</b>
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Estimate Date: 01/25/24 Estimator: D. Disterheft Estimate Type: Revised

Municipality: Kalamazoo Township

Location: Arthur Avenue - Coy Avenue to East Main Street

Project Description: Drainage Improvement

Project Length: 0.13 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
1,840	690	24			7,854
Conv Factor (Sft to Syd)					Cul-de-sac Quantity
9					

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Leaching Basin, 24" Dia., 8 Feet Deep		2.00	Ea	\$2,181.00	\$4,362	
Drainage Structure, Frame & Grate		2.00	Ea	\$750.00	\$1,500	
Drainage Structure, Base		2.00	Ea	\$105.00	\$210	
Filter Fabric, 8 oz.		56.00	Syd	\$2.00	\$112	
Sewer, HDPE, Dual Wall, 15"		44.00	Ft	\$24.00	\$1,056	
Aggregate, 6A		42.00	Ton	\$16.25	\$683	
Drainage Structure, Remove		2.00	Ea	\$480.00	\$960	
Excavation		156.00	Cyd	\$14.00	\$2,184	
Spillway, HMA		2.00	Ea	\$200.00	\$400	
Curb & Gutter, Remove		20.00	Ft	\$14.00	\$280	
Curb & Gutter, Concrete, Detail F4		20.00	Ft	\$35.00	\$700	
Drainage Structure, Cover		2.00	Ea	\$300.00	\$600	
Pavement, Remove		93.00	Syd	\$0.00	\$0	
Cold Milling, HMA Surface, 2" to 4" (<1K Syd)		58.00	Syd	\$5.00	\$290	
Roadside Restoration		20.00	Station	\$225.00	\$4,500	
Aggregate, Gravel, 22A		47.00	Ton	\$21.80	\$1,025	
Granular Material, Sand, CI II		38.00	Cyd	\$41.50	\$1,577	
HMA, 36A Mod, Wedging (< 150 Ton)		21.00	Ton	\$100.00	\$2,100	
<b>Estimated Billable Cost</b>					<b>\$22,538</b>	
<b>Cost Recovery - Billable (11.18%)</b>					<b>\$2,520</b>	
<b>Total Estimated Billable Cost</b>					<b>\$25,058</b>	
<b>Total Estimated Project Cost</b>					<b>\$25,058</b>	