

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON JUNE 3, 2014**

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, June 3, 2014 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, MI. Supervisor Davis called the meeting to order at 7:00 p.m.

Members Present: Supervisor C.J. Davis, Clerk Evan Hope, Treasurer Roy Sweet, Trustees Jon Harmon, John Hayhoe, Megan Ketchum, DiAnne Warfield

Members Absent: None

BUSINESS

DEPARTMENT OF PUBLIC SERVICES – MAY ACTIVITY REPORT

The Board reviewed the Department of Public Services May Activity Report (ATTACHMENT I).

Sandra Diorka, Director of Department of Public Services, reported on recent highlights taking place with the Department of Public Services.

AMENDMENT NO. 1 TO PROFESSIONAL SERVICES CONSTRUCTION ENGINEERING SERVICES – C2AE – NORTH TRAIL CONNECTOR (SYCAMORE TRAIL)

The Board reviewed a memorandum dated May 28, 2014 from Tracy Miller, Director of Community Development (ATTACHMENT II).

Tracy Miller, Director of Community Development, stated that at the time the Board approved the contract with C2AE in 2013 for construction engineering services for the North Trail Connector (Sycamore Trail) project they were informed that a future contract amendment may be necessary if construction occurred over two construction seasons verses one.

After the approval of the transfer of the contract in March of 2013, MDOT's plan review pushed the schedule to a point where the necessary dry summer construction needed for the I-96 crossing was no longer feasible within the 2013 construction season. This also pushed the construction contract into a multi-season project which also required an extension of allowable construction time through the 2014 season.

Mr. Falkowski stated these previously noted items are major impacts in relation to the project fee, but the largest component has been the contractor's approach to constructing the project.

C2AE also included an expansion of the construction staking fee. There have been a few items that have detoured them from being able to stay within the original fee including, but not limited to, flooding washing out stakes requiring re-staking, stakes being pulled by others requiring re-staking and increased vertical information being required with the stakes.

There has also been value added items required during this first year of the transfer amendment including updating figures for the Ingham County Drain Office agreements, evaluating cost impacts for re-routing the trail east of the railroad through the newly acquired Décor property by the Township and redesign of the trail and drainage along Willoughby Road at the Décor

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON JUNE 3, 2014**

property to use the newly acquired property to provide more separation between the road and the trail along with moving to a less maintenance required drainage solution.

Trustee Hayhoe asked about the delays with this contractor. Mr. Falkowski stated that they are within their contractual requirements at this point; however, there are penalties if the contractor does not complete the contracted construction by September 1, 2014.

Trustee Harmon asked who the contractor for this project is. Mr. Falkowski stated that Milbocker & Sons, Inc. is the contractor. The contractor was selected through MDOT.

Ms. Miller stated that the way an MDOT contract works is that the project has to have construction oversight. Additionally, when MDOT offered the Township the additional \$905,000 in grant monies, it was known that to stop moving forward on the bidding would push the project into a winter/spring construction time frame and because building can only take place under I-96 when the water level is low, the completion date would have to be pushed out to September 1, 2014.

PUBLIC COMMENT - None

ADJOURNMENT

Meeting adjourned at 7:35 p.m.

Date: June 17, 2014

Evan Hope, Township Clerk

Date: June 17, 2014

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

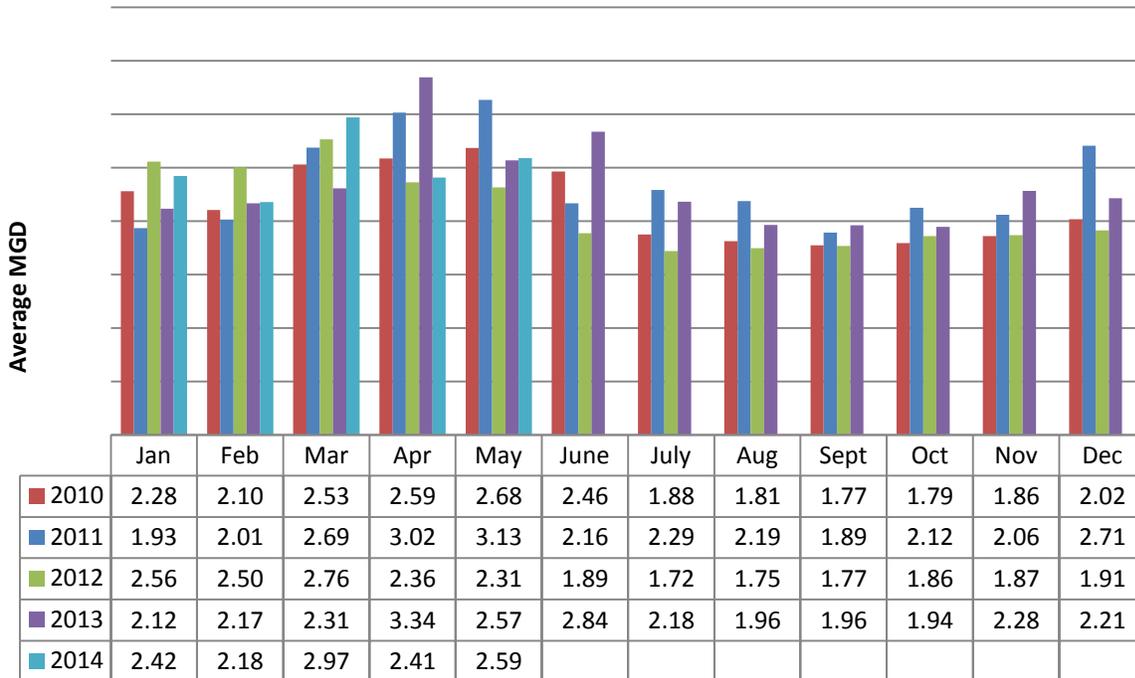


DEPARTMENT OF PUBLIC SERVICES

Monthly Report

May 2014

Flow Data – (Million Gallons per Day of water processed by the plant)



Laboratory Testing and Quality Control – Quality Assurance Program

Tests Run For		% Passing
Permit Compliance	239	
Process Control	1884	
Quality Control	96	95%
Check Samples	1	100%
DMRQA-Study 30 Proficiency	4	100%
Miscellaneous Sampling	26	
Totals	2250	98%

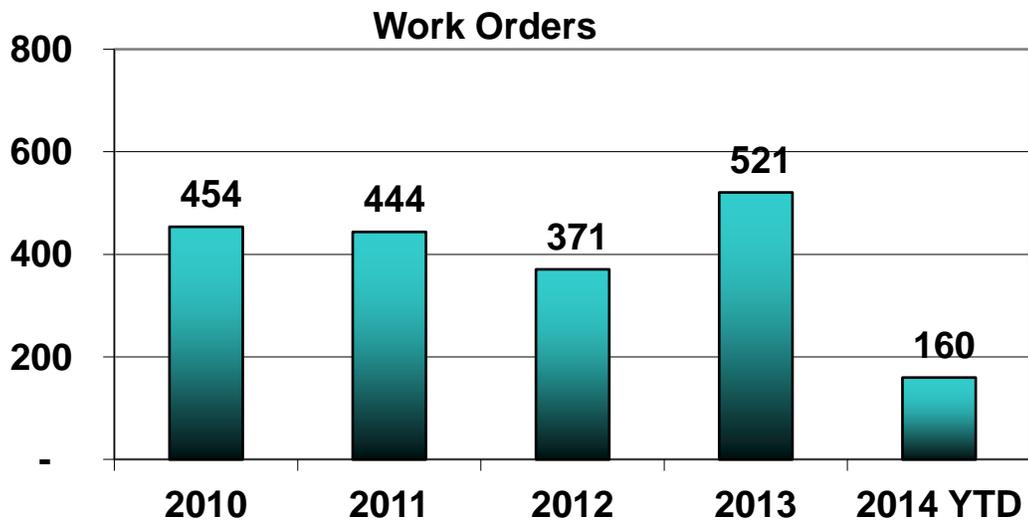
Training

Date	# of Employees Attended	Training Course Description
5/1-2/2014	1	D Hill Anaerobic Digestion Workshop
5/8-5/9/2014	2	Michigan Green Infrastructure Conference
5/15/2014	1	Industrial Storm Water Certified Operator Recertification

Safety

May Safety Activities	Date	Description
Safety Meeting		
	5/7/2014	Lockout / Tagout (Video)

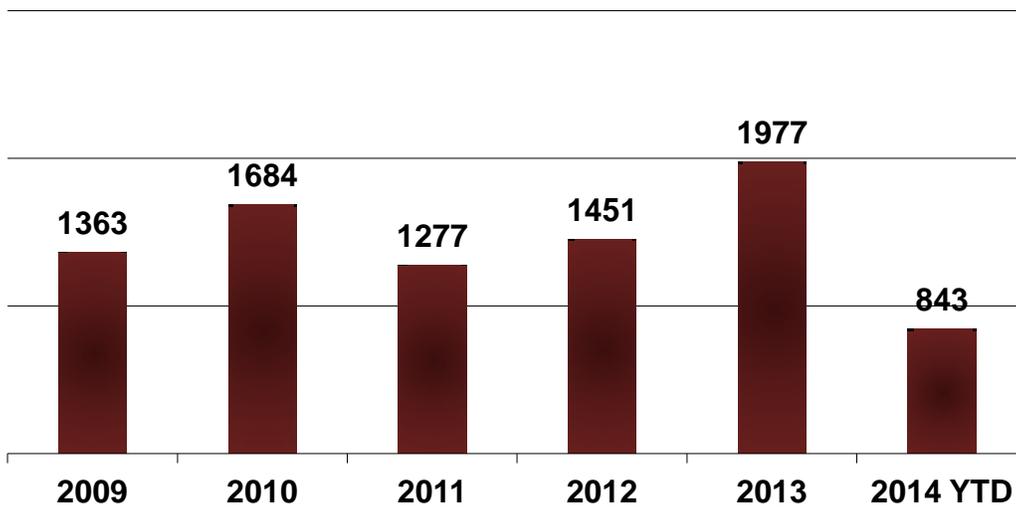
Maintenance



Note: Work order totals do not include monthly, weekly and daily preventive maintenance tasks. Below are highlights of some of the repairs performed.

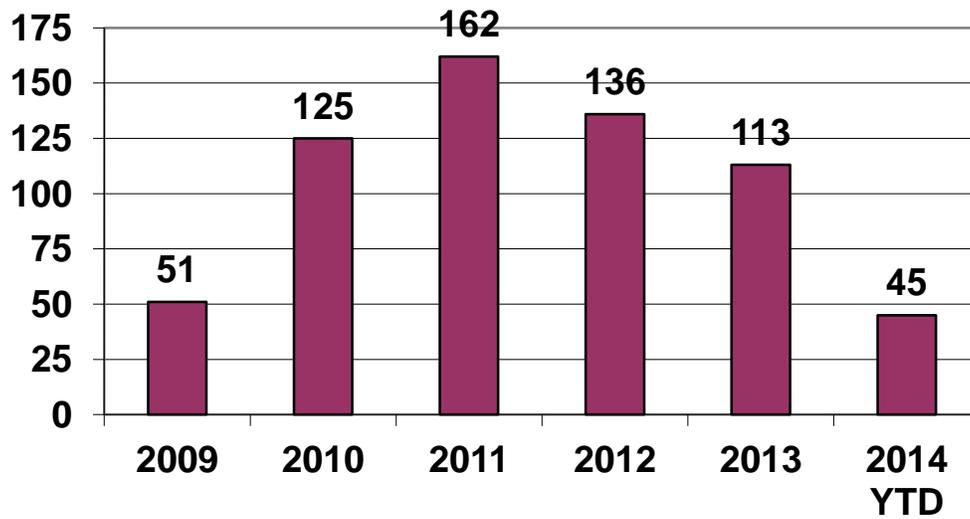
- Seven (7) foundations were installed at Maple Ridge cemetery and three (3) foundations at Markham cemetery.
- Fertilized and weeded the Senior Center Live roof.
- Prepared township cemeteries for the Memorial Day holiday.
- Streetswept township parade route for the Memorial Day holiday.
- Re-installed the blank off plates in the valves at Aeration tank 95.
- Installed the ultra sonic algae control in lagoon 3 at the POTW.
- Cleaned the thermo heat exchanger at the POTW Digester Complex.

Miss Digs Performed



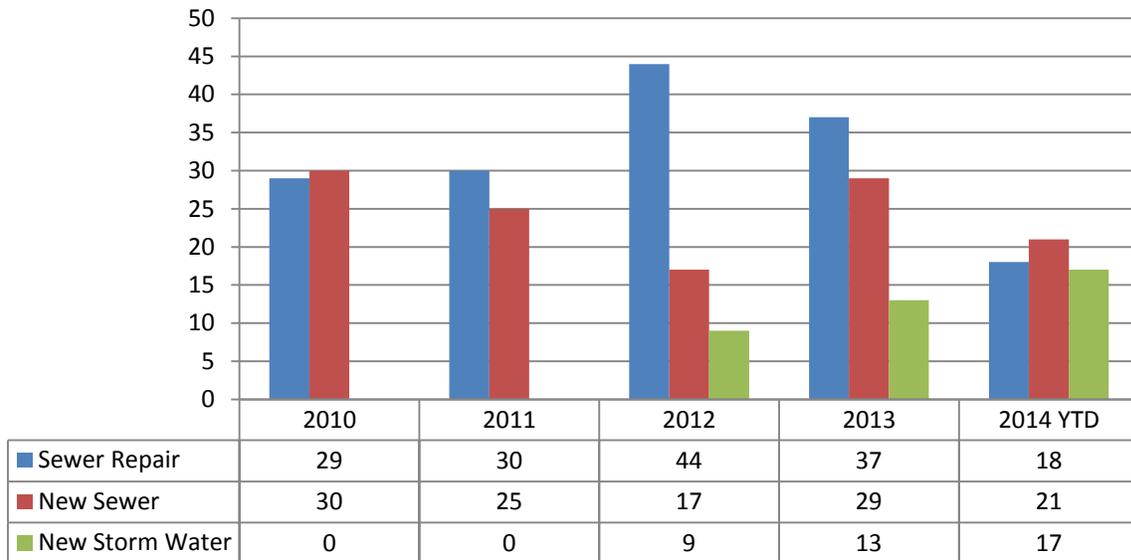
Unscheduled Service Calls

COMPLAINTS/CALL OUTS



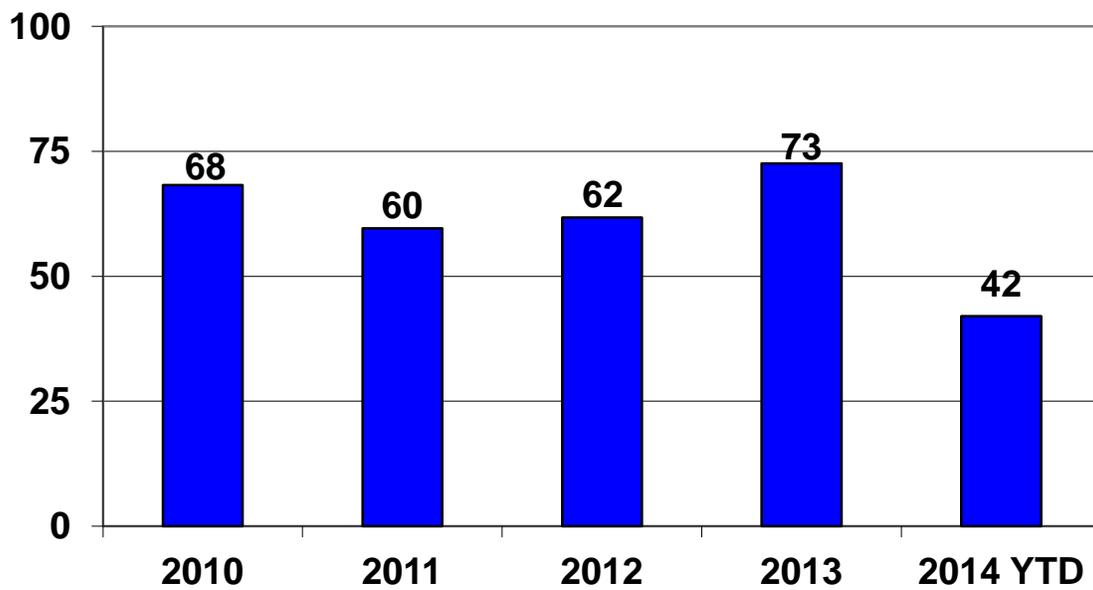
Sanitary Sewer Permits

Sanitary Sewer Permits Issued

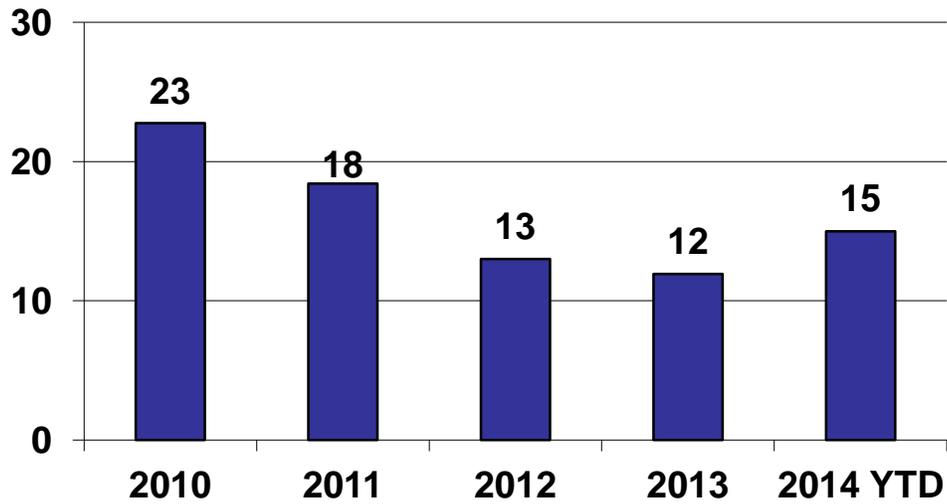


Note: Storm water permits were not issued prior to 2012

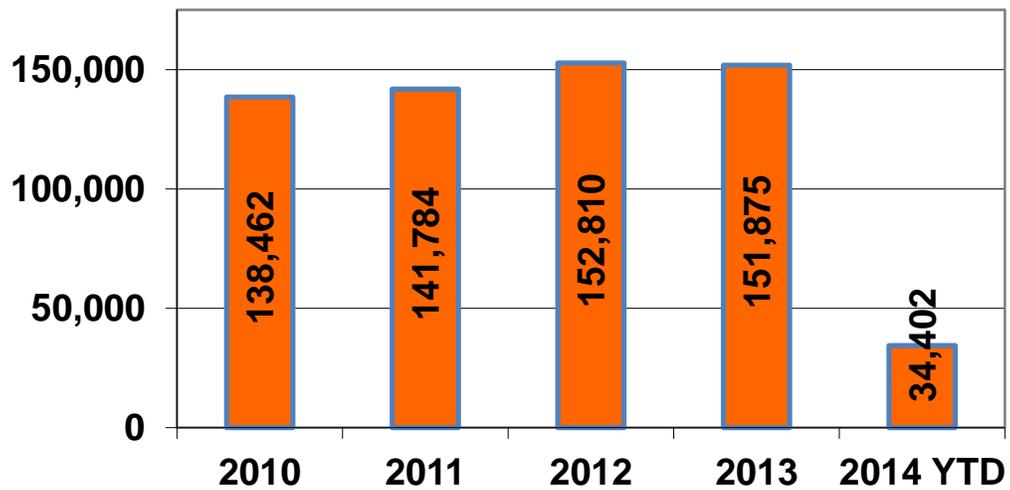
Sanitary Sewer Inspections Performed



Storm Sewer Inspections Performed

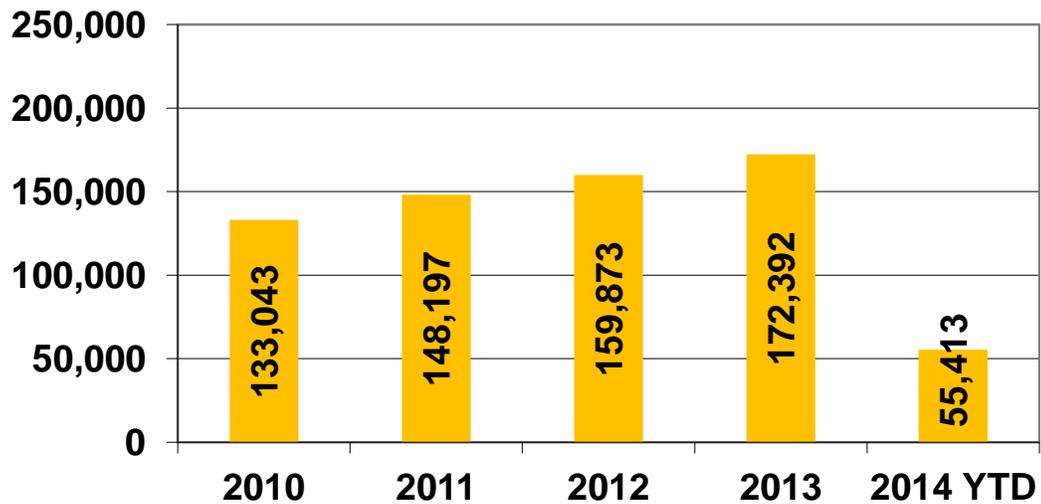


Feet of Sanitary Sewer Cleaned (Vector Truck Work)



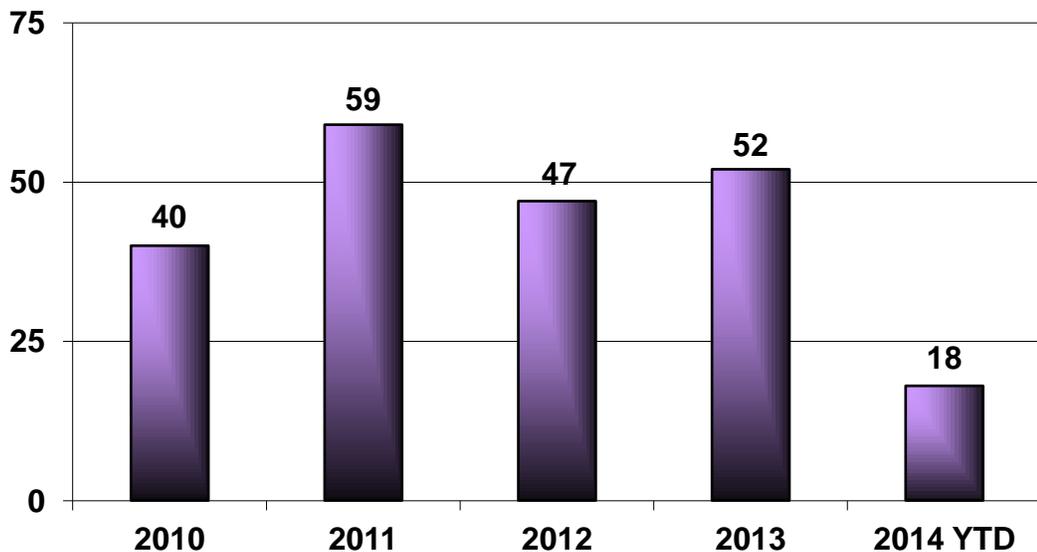
Ingham County Road Commission weight restrictions were in effect until April 28; the vector truck was only used for emergencies during this time.

Feet of Sanitary Sewer Televised (Camera Truck Work)



Cemetery

BURIALS



Stormwater and Environmental Efforts

On May 8 & 9, The Director of Public Services and the Environmental Coordinator attended the 1st Michigan Department of Environmental Quality, Green Infrastructure Conference.

On May 15, the Environmental Coordinator attended the annual meeting of the Ingham County Department of Environmental Health Surface Water Monitoring Program.

On May 21, the Environmental Coordinator attended the Tri-County Regional Planning Commission, By-Product Synergy meeting.

Industrial Pretreatment Program

May IPP Activities		
Review/Approval		
building plan approval	5/2/14	3850 Wigman Bldg 2, DTN Apartments
building plan approval	5/2/14	3770 Wigman Bldg 5, DTN Apartments
building plan approval	5/23/14	3830 Wigman Bldg 3, DTN Apartments
building plan approval	5/23/14	3810 Wigman Bldg 4, DTN Apartments
building plan approval	5/23/14	3790 Wigman Bldg 5, DTN Apartments
building plan approval	5/23/14	2380 S Cedar, Nu You Salon
building plan approval	5/23/14	4025 Holt Road, Hayhoe Asphalt

Community Outreach

The 13th annual POTW Open House to promote water quality awareness was hosted on May 10th. Two hundred and seventy-four (274) residents attended the event. The tour trailer was loaded to capacity for all six (6) tours (only four tours were scheduled; two additional tours were added to accommodate attendees). Each child had an opportunity to release a blue gill into the Grand River. The event was sponsored by:

Alexander Chemical
 American Rentals
 C2AE
 D&M Silkscreening
 Granger
 Holt Public Schools
 Hubbell, Roth & Clark (HRC)

Ingham County Drain Commission
 Ingham County Health Department
 Jack Doheny Supplies
 O'Leary Paint
 RS Technical
 Spartan Barricading
 Steven L. Marvin Salon

The following local businesses participated in a fish decorating/painting contest which attendees voted for their favorite.

7-Eleven
 Biggby
 Burger King
 Coffee Barrel
 Cottage Inn Pizza
 Famous Dave's
 Holt Big Ten

Little Caesar's
 McDonald's
 Orthopedic Rehab Specialists
 Rick Anthony Florists
 Tim Horton's
 Wendy's
 Wild Strawberry & More Florist



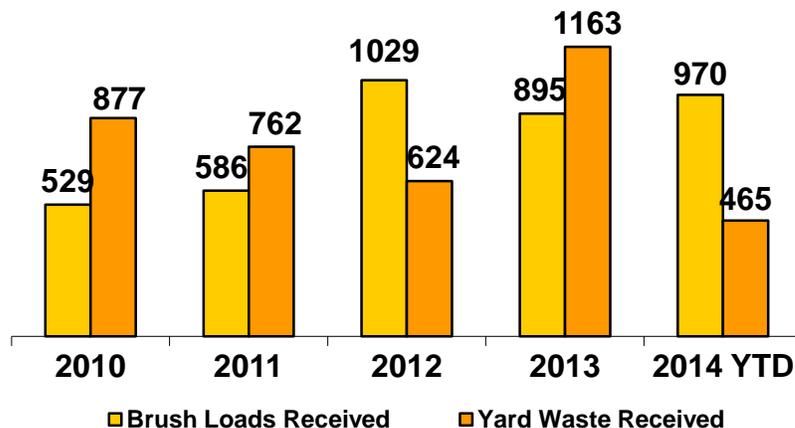


The Director of Public Services, the Environmental Coordinator and an Operator III presented at the Groundwater Management Board (GMB) 18th annual Children’s Water Festival hosted at Michigan State University’s Wells Hall on Tuesday, May 6th. The goal of the Children’s Water Festival is to educate fourth, fifth, and sixth grade students on the importance of water conservation and protection. Through the use of hands-on activities and presentations the students become more aware of the relationship between water, their community, and themselves.

The Delhi Community gardens were tilled and marked for the season. There are fifty (50) garden plots on Pine Tree Road and seventy-four (74) plots on Grovenburg Road. Each garden plot is 10’ x 20’ in size.

Three (3) brush drop-off events were hosted at the POTW lagoon area this last month. One hundred and twenty-six (126) loads of brush and three hundred and nine (309) bags of yard waste were collected. Assistance was provided by the Delhi Fire Department on May 10th and the Delhi Lions Club on May 17th.

Brush Drop-off Yearly Totals





**Delhi Charter Township
Department of Community Development**

MEMORANDUM

TO: John B. Elsinga, Township Manager

FROM: Tracy L.C. Miller, Director of Community Development

DATE: May 28, 2014

RE: Proposal from C2AE for Construction Observation/Engineering Services Contract Amendment

Attached please find a proposed contract amendment from C2AE, our engineering consultant for the North Trail Connector project (Sycamore Trail). You will recall that in 2013 the Township approved a contract with C2AE for construction engineering services in the amount of \$133,625. At that time the Board was told that a future contract amendment may be necessary if construction occurred during the winter and depending on how quickly the contractor worked (see original contract attached).

As you know, work on the trail project did begin over the winter. The progress made by the construction contractor has been very slow, but within the timelines mandated by the MDOT contract. Construction will be completed by the end of October. Unfortunately for us, this protracted construction timeframe and slow progress has resulted in depletion of the originally authorized \$133K for construction oversight, material testing and staking. At this time, C2AE requires a contract amendment in order to conduct construction services through project completion this fall.

To that end, C2AE has submitted the attached proposal in the amount of \$169,480. Their proposal provides a detailed explanation of the request. Adam Falkowski, our project engineer, will be present at the June 3rd meeting to present the proposed amendment. Adequate funding is available via the bonds that were issued for the project.

While the amount of the amendment is significant, it brings the total for construction services to a little less than 12% of the overall construction contract. This is not out of line with what we would typically expect for a project that includes MDOT funding. MDOT requires the Township to provide construction oversight, as does our agreement with the Ingham County Road Department.

Please let me know if you have any questions or would like any additional information. Otherwise, I would ask that you forward this information to the Township Board for their consideration and action at the upcoming June 3rd meeting. Thank you.

Motion on Next Page.

Recommended Motion:

To approve Amendment No. 1 to the Professional Services Construction Engineering Services contract with C2AE in the amount not to exceed \$169,480 for the North Connector Trail Project (Sycamore Trail).



May 27, 2014

Mrs. Tracy L. C. Miller
Director of Community Development
Delhi Township Community Development Department
2074 Aurelius Rd.
Holt, MI 48842

Re: Amendment No.1 to Professional Services
North Connector Trail Project
Construction Engineering Services

Dear Mrs. Miller,

We are humbly appreciative for the opportunity to present this amendment to the Township for the increased effort requirements on the Delhi North Connector Trail Project. As required by the nature of this type of work, assumptions must be made to quantify the effort of construction service coverage prior to the selection of the contractor and often prior to the completion of the design effort. The latter was the case for this particular project. Unfortunately, our assumptions did not fall in line with the actuality of the events to complete this project. With projects that have the number of complexities as this project does, between complicated wetland and creek crossings, the number of involved local, state, and federal agencies, and require processes for funding sources, these types of projects can have more involved requirements which can exacerbate discrepancies in assumptions. This has played a role in the size of the magnitude of this amendment. Though this amendment is sizable in comparison to the original transferred contract from the DDA, we do want to note that the total requested time and material fee is within the normal percentage of construction for projects performed with the involvement of the funding sources being utilized in this project.

Please recall that we did note in the previous March 2013 amendment, shifting our contractual services from the DDA to the Township, that there was a significant possibility that the original proposed budget would not be able to cover the construction administrative and observation services. It was also noted that this would be specifically dependent on the approach of the contractor and some of the changes in design (i.e. driven timber piles verse helical piles). The originally proposed fee in February of 2009 was based on a project that was also anticipated to be completed during a single construction season with twelve (12) weeks of part time construction observation and twelve (12) weeks of full time construction observation. Through the end of April 2014, the impact on the contract was thirteen (13) weeks of part time of construction observation and six (6) weeks of full time construction observation. This fee was amended in February of 2012 to increase the fee by 10% to include the additional Michigan Department of Transportation (MDOT) reporting requirements as a funding source was not specifically dedicated at the time of the 2009 proposal. The amended fee of February 2012 is the value of the construction administration, construction observation, materials testing, and record drawings efforts that were transferred from the DDA contract to directly to the Township in March of 2013. The only addition to

Mrs. Tracy L. C. Miller

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May 27, 2014

the fee at the March 2013 transfer amendment was the inclusion of base level construction staking in the C2AE scope. This change in approach of construction staking coverage came from notification by MDOT at the design review meeting that the planned contractor staking component of the construction contract would no longer be an eligible expense through the grant.

After the approval of the transfer of the contract in March of 2013, MDOT's plan review pushed the schedule to a point where the necessary dry summer construction needed for the I-96 crossing was no longer feasible within the 2013 construction season. This also pushed the construction contract into a multi-season project which also required an extension of allowable construction time through the 2014 season. This added a month to the potential duration from a completion date of August 1st to September 1st. While resulting delays from the extended MDOT review period was a significant impact to the scheduling of the project, preventing the construction to be completed within a single season, it did have a beneficial outcome of additional funding from MDOT.

These previously noted items are major impacts in relation to the project fee, but the largest component has been the contractor's approach to constructing the project. Typically, the contractor will attack a project with enough staffing and equipment to make production rates. The contractor's approach on this project has not followed that typical line of thinking. The contractor has worked through the winter with a small crew working back and forth on driving piles and building boardwalk in only one location. This has yielded a production rate about half of what was normally anticipated. In an effort to minimize the impact to our fee, C2AE has been performing primarily part time construction observation services during these activities. This, however, has not been able to reduce the required involvement from the office/design staff for addressing contractor requests for information, recalculation for pile capacities that are not achieving as expected, and field work efforts that are continuing without full time field observation. As the project is progressing, the contractor has added staffing to the project but is still taking a linear type of approach to the project (i.e. single crews onsite for tasks verses multiple crews in multiple areas). This approach has the contractor using the entire allotted schedule to complete the project.

We have also included an expansion of the construction staking fee. There have been a few items that have detoured us from being able to stay within the original fee including but not limited to flooding washing out stakes requiring re-staking, stakes being pulled by others requiring re-staking, and increased vertical information being required with the stakes.

There have also been value added items required during this first year of the transfer amendment including updating figures for the Ingham County Drain Office agreements, evaluating cost impacts for re-routing trail east of the railroad through the newly acquired Décor property by the Township, and redesign of the trail and drainage along Willoughby at the Décor property to use the newly acquired property to provide more separation between the road and the trail along moving to a less maintenance required drainage solution.

We recognize the significant increase in fee associated with this amendment. In hindsight, we should have re-evaluated the fee when we transferred the contract from the DDA to the Township during the

March 2013 amendment, but at that time it was anticipated to be best to re-evaluate once the contractor was selected. While the contractor's approach would still have impacted our re-evaluated fee, the associated impact and fee increase would be smaller component of the overall budget.

We respectfully request your consideration of this amendment.

PROJECT DESCRIPTION

The construction phase of the North Connector Trail Project will consist of constructing HMA non-motorized trail with sections of wooden boardwalk and bridges at wetlands/water body crossings. This section of trail will be constructed from the existing termini at Willoughby Road north to the intersection of Jolly Road and Aurelius Road.

SCOPE OF SERVICES

We plan to provide the following continuation of services during the construction phase of this project:

1. Construction Staking: Continue providing staking for construction of proposed bridges, boardwalk, trail alignment, drainage improvements (culverts and manhole/catch basin structures), and easements.
2. Construction Administration: Continue providing construction administration services in accordance with MDOT requirements utilizing Field Manager software. Services will include review of submittals and certifications, preparation of work orders, preparation of change orders, review of certified payrolls, and posting pay requests.
3. Construction Observation (Full-Time): Continue provide a resident project representative (RPR) to observe the Contractor's progress during the following construction activities: selective clearing, pile driving operations, placement of bridge structures, construction of primary structural members for proposed boardwalk, placement of aggregate base material and final paving of the trail. Daily reports will be prepared giving general observations of the work completed to date.

Deliverables from C2AE

- Daily reports

SCHEDULE

This work is anticipated to continue through September 1, 2014.

FEE SUMMARY

<u>Description</u>	<u>Additional Fee</u>	<u>Fee Basis</u>
Construction Services	\$162,360	Time and Materials, Estimated
Construction Staking	<u>7,120</u>	Time and Materials, Estimated
Amendment #1 Total:	\$169,480	

Summary of Amended Contract Fees

<u>Description</u>	<u>Fee</u>	<u>Fee Basis</u>
Construction Services	\$252,360	Time and Materials, Estimated
Construction Staking	30,245	Time and Materials, Estimated
Materials Testing	15,000	Time and Materials, Estimated
Preparing Record Drawings	<u>5,500</u>	Time and Materials, Estimated
Revised Construction Services Total:	\$303,105 (1)	Time and Materials, Not to Exceed (11.8% of Construction)

(1) \$133,625 has been previously authorized.

We appreciate the opportunity to submit this amendment for consideration. If this amendment is acceptable, please sign in the space provided below and return one copy to our office. If you should have any questions related to this amendment, please contact our office at your earliest convenience. Thank you.

Sincerely,

C2AE



Adam D. Falkowski, PE
Project Manager

ACCEPTED:
DELHI CHARTER TOWNSHIP

BY: _____



James J. Minster, PE
Director

DATE: _____

ADF/adf



March 14, 2013

Mrs. Tracy L. C. Miller
Director of Community Development
Delhi Township Community Development Department
2074 Aurelius Rd.
Holt, MI 48842

Re: Amendment to Professional Services/Transfer of Contract
North Connector Trail Project
Construction Engineering Services

Dear Mrs. Miller,

Per the request of Delhi Charter Township, we are submitting this amendment to the North Connector Trail Project to transfer the contract from the Downtown Development Authority (DDA) to the Township for the Construction Engineering Services.

This amendment covers shifting the contracted budgets with the DDA for Construction Services, Materials Testing, and Preparation of Record Drawings. Also at this time, we have included the addition of construction staking services at the Township's request. Construction staking services were originally planned to be included in the construction contractor's contract but have been determined as non-participating by the Michigan Department of Transportation (MDOT).

PROJECT DESCRIPTION

The construction phase of the North Connector Trail Project will consist of constructing HMA non-motorized trail with sections of wooden boardwalk and bridges at wetlands/water body crossings. This section of trail will be constructed from the existing termini at Willoughby Road north to the intersection of Jolly Road and Aurelius Road.

SCOPE OF SERVICES

We plan to provide the following services during the construction phase of this project:

1. Pre-Construction Meeting: Schedule and conduct a pre-construction meeting.
2. Construction Staking: Provide staking for construction of proposed bridges, boardwalk, trail alignment, drainage improvements (culverts and manhole/catch basin structures), and easements.

3. Construction Administration: Provide construction administration services in accordance with MDOT requirements utilizing Field Manager software. Services will include review of submittals and certifications, preparation of work orders, preparation of change orders, review of certified payrolls, and posting pay requests. This was initially established at 8hrs/week for 24-weeks.
4. Construction Observation (Full-Time): Provide a resident project representative (RPR) to observe the Contractor's progress during the following construction activities: selective clearing, pile driving operations, placement of bridge structures, construction of primary structural members for proposed boardwalk, placement of aggregate base material and final paving of the trail. Daily reports will be prepared giving general observations of the work completed to date. This was initially established for an average of 42-hours/week for 12-weeks.
5. Construction Observation (Part-Time): Provide an RPR to observe on a part-time basis the Contractor's progress during the following construction activities: site preparation, clearing and removals phase, construction of or placement of the boardwalk deck, portions of the paving operations, and site restoration. Daily reports will be prepared giving general observations of the work completed to date. This was initially established for an average of 16-hours/week for 12-weeks.
6. Material Testing: C2AE will coordinate the services of Soils and Materials Engineers (SME) for material sampling and testing for concrete, asphalt, aggregate, and other material testing to document contractor compliance with the construction specifications.
7. Punch List: Perform pre-final review and prepare a punch list.
8. Final Review: Perform final review of the completed project.
9. Record Drawings: Prepare record drawings of the completed construction and provide the Township with an electronic copy and two sets of prints.

Deliverables from C2AE

- Daily reports
- Punch list
- Record drawings

SCHEDULE

It is anticipated that this phase of the contract will start June 7, 2013 and continue through August 1, 2014.

FEE SUMMARY

<u>Description</u>	<u>Fee</u>	<u>Fee Basis</u>
Construction Services	\$90,000 (1)	Time and Materials, Estimated
Construction Staking	23,125 (2)	Time and Materials, Estimated
Materials Testing	15,000	Time and Materials, Estimated
Preparing Record Drawings	<u>5,500</u>	Time and Materials, Estimated
Total:	\$133,625	

- (1) It was discussed at a progress meeting on February 19, 2013, that there is a strong possibility that this budget will not be able to cover the construction duration dependent on the contractor's schedule and staging. Changes in construction methods for pile installation from an originally intended use of helical piles to a more economical timber driven piles will require more onsite observation time than the original projections. At this time it was decided to proceed with the budget that was originally established in the contract and evaluate the necessity of an amendment as the contractor proceeds.
- (2) As discussed at the meeting on February 19, 2013, Construction Staking services are being added as they were not included in the original contract with the DDA. It has been determined as a non-participating expenditure by MDOT and is being removed from the construction contractor's contract.

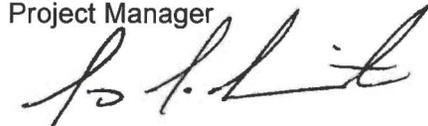
We appreciate the opportunity to submit this amendment for consideration. If this amendment is acceptable, please sign in the space provided below and return one copy to our office. If you should have any questions related to this amendment, please contact our office at your earliest convenience. Thank you.

Sincerely,

C2AE



Adam D. Falkowski, PE
Project Manager



James J. Minster, PE
Director

ADF/tdb

ACCEPTED:
DELHI CHARTER TOWNSHIP

BY: _____

DATE: _____

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 3, 2014**

The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, June 3, 2014 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Davis called the meeting to order at 7:35 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Supervisor C.J. Davis, Clerk Evan Hope, Treasurer Roy Sweet, Trustees Jon Harmon, John Hayhoe, Megan Ketchum, DiAnne Warfield

Members Absent: None

COMMENTS FROM THE PUBLIC – Mike Hamilton, 4541 Sycamore Street questioned the completion of Sycamore Street road project.

SET/ADJUST THE AGENDA

Hope moved to add Late Agenda Item No. 5 – Recommendation for the Appointment of Fire Chief.

A Voice Poll was recorded as follows: Ayes/5 – Nays/2

MOTION CARRIED

CONSENT AGENDA

- A. Approval of Minutes – Committee Meeting of May 20, 2014
- B. Approval of Minutes –Regular Meeting of May 20, 2014
- C. Approval of Claims – May 27, 2014 (ATTACHMENT I)
- D. Approval of Payroll – May 22, 2014 (ATTACHMENT II)

Warfield moved to approve the Consent Agenda as presented.

A Roll Call Vote was recorded as follows:

Ayes: Hope, Ketchum, Sweet, Warfield, Davis, Harmon, Hayhoe

MOTION CARRIED

NEW BUSINESS

AMENDMENT NO. 1 TO PROFESSIONAL SERVICES CONSTRUCTION ENGINEERING SERVICES – C2AE – NORTH TRAIL CONNECTOR (SYCAMORE TRAIL)

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 3, 2014**

The Board reviewed a memorandum dated May 28, 2014 from Tracy Miller, Director of Community Development (ATTACHMENT III).

Hayhoe moved to approve Amendment No. 1 to the Professional Services Construction Engineering Services contract with C2AE in the amount not to exceed \$169,480 for the North Connector Trail Project (Sycamore Trail).

Trustee Harmon stated that he is becoming frustrated with project estimates that need to be amended due to low estimates being presented to the Board. Trustee Harmon further stated that he would like to see contracts that are more binding. Trustee Hayhoe agreed with the comments made by Trustee Harmon.

Trustee Warfield stated that items such as this put the Board in a bad position.

A Roll Call Vote was recorded as follows:

Ayes: Ketchum, Sweet, Warfield, Davis, Harmon, Hayhoe, Hope

MOTION CARRIED

PROPOSAL FOR CREATION OF A SCULPTURE AT DELHI TOWNSHIP FARMERS' MARKET – LEAP PUBLIC ART GRANT – CRAIG MITCHELL SMITH

The Board reviewed a memorandum dated May 28, 2014 from Tracy Miller, Director of Community Development (ATTACHMENT IV).

Warfield moved to approve the sculpture proposal from Craig Mitchell Smith for the creation of a sculpture at the Delhi Township Farmers' Market utilizing a LEAP Public Art Grant and authorize the Township Manager to execute the contract regarding the same.

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Warfield, Davis, Harmon, Hayhoe, Hope, Ketchum

MOTION CARRIED

PUBLIC HEARING – 7:45 P.M.

RESOLUTION NO. 2014-007 – APPLICATION FOR INDUSTRIAL FACILITIES TAX (IFT) EXEMPTION – ORCHID ORTHOPEDIC SOLUTIONS, LLC

Hope moved to open the Public Hearing on the application for Industrial Facilities Tax (IFT) Exemption – Orchid Orthopedic Solutions, LLC

A Voice Poll was recorded as follows: All Ayes

MOTION CARRIED

Tracy Miller, Director of Community Development, gave an overview of the application for Industrial Facilities Tax (IFT) exemption for Orchid Orthopedic Solutions for their building located at 1489 Cedar Street. The application is for \$5,500,000 in new personal property.

Motion to Close Public Hearing – 7:55 p.m.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 3, 2014**

Hope moved to close the public hearing.

A Voice Poll was recorded as follows: All Ayes
MOTION CARRIED

**RESOLUTION NO. 2014-007 – APPLICATION FOR INDUSTRIAL FACILITIES TAX (IFT)
EXEMPTION – ORCHID ORTHOPEDIC SOLUTIONS, LLC**

The Board reviewed memorandums dated May 28, 2014 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT V).

Warfield moved to adopt Resolution No. 2014-007 which approves the Application for Industrial Facilities Tax (IFT) Abatement Certificate for Orchid Orthopedic Solutions, LLC.

A Roll Call Vote was recorded as follows:
Ayes: Warfield, Davis, Harmon, Hayhoe, Hope, Ketchum, Sweet
MOTION CARRIED

LATE AGENDA ITEM

RECOMMENDATION FOR THE APPOINTMENT OF FIRE CHIEF

The Board reviewed a memorandum dated June 3, 2014 from Twp. Mgr. Elsinga (ATTACHMENT VI).

Sweet moved to approve Brian Ball for the position of Delhi Township Fire Chief, at a Pay Grade 12, effective June 3, 2014.

Supervisor Davis spoke of the impressive job Mr. Ball has done while filling the position as Interim Fire Chief. Trustee Ketchum stated that this seems so informal and questioned whether something else was being planned for Mr. Ball's appointment. Trustee Warfield agreed with Trustee Ketchum and stated that is why she voted nay on adding this late agenda item. Trustee Harmon stated that he feels that this item should not have been placed on the agenda as a late agenda item.

A Roll Call Vote was recorded as follows:
Ayes: Davis, Harmon, Hayhoe, Hope, Ketchum, Sweet, Warfield
MOTION CARRIED

REPORTS

SUPERVISOR

Supervisor Davis reported on the art piece that was selected by the Public Art Committee and approved by the Board.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JUNE 3, 2014**

TREASURER

Treasurer Sweet stated that his office is working with the Assessing Department readying for summer tax bills.

CLERK

Clerk Hope stated that he needs a volunteer to serve on the Election Commission, which consists of the Clerk and two Trustees. Trustee Ketchum stated that she would like to serve on this commission.

TRUSTEES

TRUSTEE WARFIELD

Trustee Warfield asked about the June 2, 2014 Public Information Meeting for the proposed road improvements for Lamoreaux No. 3 and Woodland Estates. Twp. Mgr. Elsinga stated that three Board members along with Tracy Miller, Director of Community Development and William Conklin, Ingham County Road Department were in attendance. The meeting was well attended by the public. The residents were given three options with three different price points. It was felt that the residents were not interested in installing sidewalks as part of the road project.

LIMITED PUBLIC COMMENTS – Mike Hamilton, 4541 Sycamore Street, commented on the C2AE amendment.

ADJOURNMENT

Meeting adjourned at 8:19 p.m.

Date: June 17, 2014

Evan Hope, Township Clerk

Date: June 17, 2014

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

ACCOUNTS PAYABLE APPROVAL

May 27, 2014

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated May 27, 2013 numbered 87058 thru 87137 & ACH 3001 thru 3024. Every invoice has a payment authorizing signature(s).

Dated: May 27, 2013

Lora Behnke, Accounting Clerk

II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated May 27, 2013 show payments made from the following funds:

General Fund	\$	133,523.96
Fire Fund		15,440.56
Police Fund		199,237.50
Fire Equip. & Apparatus Fund		3,426.55
Downtown Development Fund		42,568.00
Sycamore Trail Construction		34,945.09
Sewer Fund		88,765.37
Local Site Remediation Fund		5,759.10
Trust & Agency Fund		2,188.86
Grand Total	\$	<u>525,854.99</u>

Includes the following to be reimbursed from separate bank accounts:

Sycamore Trail Construction	\$	34,945.09
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Dated: May 27, 2013

John B. Elsinga, Township Manager

III. Approval for Distribution: I have reviewed the above checks and invoices and all of them should be distributed. All invoices over \$10,000.00 have been approved by general policy or previous motions of the board. (\$34,945.09 to C2AE for North Trail Construction Services, 4/2/13, \$24,045.00 to D & G Equipment for 1 mower & 2 gators, PC 3/12/14, \$65,525.00 to Siemens for 1 year HVAC Contract, 3/18/14)

Dated: May 27, 2013

John B. Elsinga, Township Manager

Evan Hope, Township Clerk

Roy W. Sweet, Treasurer

IV Board Audit and Approval: At a regular meeting of the Township Board held on June 3, 2014 a motion was made by _____ and passed by ___ yes votes and ___ no votes (___ absent) that the list of claims dated May 27, 2013, was reviewed, audited and approved

Evan Hope, Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
 EXP CHECK RUN DATES 05/27/2014 - 05/27/2014

Vendor	Invoice Line Desc	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
VERIZON WIRELESS	ACCTS RECEIVABLE-GENERAL	49.99
SBAM PLAN	RETIREEES HEALTH INSURANCE JUNE	129.10
CITY OF MASON	APRIL STANDBY FEE	364.96
CITY OF MASON	MASON/ALAIEDON	1,000.00
MERIDIAN TOWNSHIP FIRE	MERIDIAN/ALAIEDON	2,340.41
PRECISION PIPING	Inspection, Final	50.00
PRECISION PIPING	Inspection, Required	13.83
	Total For Dept 000.00	3,948.29
Dept 101.00 LEGISLATIVE		
HARTFORD LIFE INSURANCE	TRUSTEES LIFE INSURANCE JUNE	25.50
MICHIGAN TOWNSHIPS ASSOC	2014 MTA DUES	5,642.34
	Total For Dept 101.00 LEGISLATIVE	5,667.84
Dept 171.00 MANAGER		
SBAM PLAN	HEALTH INSURANCE JUNE	2,326.01
DELTA DENTAL PLAN OF	DENTAL INSURANCE JUNE	296.05
HARTFORD LIFE INSURANCE	LIFE INSURANCE JUNE	94.77
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JUNE	140.81
VERIZON WIRELESS	CELLULAR MAY	49.79
	Total For Dept 171.00 MANAGER	2,907.43
Dept 191.00 ACCOUNTING		
SBAM PLAN	HEALTH INSURANCE JUNE	429.14
DELTA DENTAL PLAN OF	DENTAL INSURANCE JUNE	43.16
HARTFORD LIFE INSURANCE	LIFE INSURANCE JUNE	22.53
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JUNE	33.66
MGFOA	ADV ACCT/FIN REPORTING CLASS	100.00
	Total For Dept 191.00 ACCOUNTING	628.49
Dept 215.00 CLERK		
SBAM PLAN	HEALTH INSURANCE JUNE	2,749.73
DELTA DENTAL PLAN OF	DENTAL INSURANCE JUNE	258.32
HARTFORD LIFE INSURANCE	LIFE INSURANCE JUNE	65.45
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JUNE	98.05
VERIZON WIRELESS	CELLULAR MAY	49.79
	Total For Dept 215.00 CLERK	3,221.34

Dept 228.00 INFORMATION TECHNOLOGY

SBAM PLAN	HEALTH INSURANCE JUNE	1,027.76
DELTA DENTAL PLAN OF	DENTAL INSURANCE JUNE	80.89
HARTFORD LIFE INSURANCE	LIFE INSURANCE JUNE	50.57
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JUNE	75.15
AD-INK & TONER SUPPLY	TONER/ASSESSING & HP 1006/COMM DEV	129.98
APPLICATION SPECIALIST KO	ANTI SPAM & VIRUS 6/1-30/2014	270.00
VERIZON WIRELESS	CELLULAR MAY	49.79
Total For Dept 228.00 INFORMATION TECHNOLOGY		1,684.14

Dept 253.00 TREASURERS

SBAM PLAN	HEALTH INSURANCE JUNE	1,292.83
DELTA DENTAL PLAN OF	DENTAL INSURANCE JUNE	215.16
HARTFORD LIFE INSURANCE	LIFE INSURANCE JUNE	43.77
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JUNE	64.93
D & K INVESTIGATIVE SERVICES	SERVICE OF COURT PAPERS	48.44
D & K INVESTIGATIVE SERVICES	SERVICE OF COURT PAPERS	48.44
D & K INVESTIGATIVE SERVICES	SERVICE OF COURT PAPERS	48.44
D & K INVESTIGATIVE SERVICES	SERVICE OF COURT PAPERS	34.08
D & K INVESTIGATIVE SERVICES	SERVICE OF COURT PAPERS	37.44
BRINK'S INCORPORATED	BRINKS SERVICES/MAY	644.22
ROY W. SWEET	MMTA LODGING & MILEAGE/SWEET	467.06
Total For Dept 253.00 TREASURERS		2,944.81

Dept 257.00 ASSESSING

SBAM PLAN	HEALTH INSURANCE JUNE	1,292.83
DELTA DENTAL PLAN OF	DENTAL INSURANCE JUNE	349.43
HARTFORD LIFE INSURANCE	LIFE INSURANCE JUNE	70.97
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JUNE	105.56
VERTALKA & VERTALKA, INC.	APPRAISAL SERVICES/5076 WILLOUGHBY	5,500.00
INTERSTATE BATTERIES OF	BATTERY/#67	142.95
Total For Dept 257.00 ASSESSING		7,461.74

Dept 262.00 ELECTIONS

ELECTION SOURCE	18 EZ PULL SUPPLY BAGS	2,862.00
PRINTING SYSTEMS, INC.	4,000 (AUG/NOV) DUAL AV APPS	527.76
Total For Dept 262.00 ELECTIONS		3,389.76

Dept 265.00 BUILDING & GROUNDS

SBAM PLAN	HEALTH INSURANCE JUNE	1,198.83
DELTA DENTAL PLAN OF	DENTAL INSURANCE JUNE	158.64
HARTFORD LIFE INSURANCE	LIFE INSURANCE JUNE	33.34
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JUNE	49.55
LANSING ICE & FUEL CO	GASOLINE BUILDING & GROUNDS	291.42
BOYNTON FIRE SAFETY SERV	BACKFLOW INSPECTION	130.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/CSC	975.00
SIEMENS INDUSTRY, INC.	HVAC CONTRACT / CSC	31,265.00
VERIZON WIRELESS	CELLULAR MAY	25.17
BOARD OF WATER & LIGHT	WATER 2074 AURELIUS	663.01
DELHI TOWNSHIP TREASURER	SEWER 2074 AURELIUS	322.00
BOYNTON FIRE SAFETY SERV	SPRINKLER INSPECTION/ CSC	125.00
WESCO DISTRIBUTION, INC	LED 4 PIN LAMP FOR CAN LIGHTS/CSC	860.00
Total For Dept 265.00 BUILDING & GROUNDS		36,096.96

Dept 276.00 CEMETERY		
SBAM PLAN	HEALTH INSURANCE JUNE	465.43
DELTA DENTAL PLAN OF	DENTAL INSURANCE JUNE	61.59
HARTFORD LIFE INSURANCE	LIFE INSURANCE JUNE	12.94
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JUNE	19.24
LANSING ICE & FUEL CO	GASOLINE CEMETERY	113.14
ACE HARDWARE	BRASS HOSE/ADAPTER/ELBOW/CLAMP	18.05
BARNHART & SON, INC.	6 GRAVE OPENINGS & CLOSINGS	3,159.04
GRANGER	DUMPSTER SERVICE	136.80
VERIZON WIRELESS	CELLULAR MAY	12.59
THE PARTS PLACE	2 FUSES/ELECTRICAL TAPE/SCAG	10.28
	Total For Dept 276.00 CEMETERY	4,009.10

Dept 281.00 STORMWATER		
SBAM PLAN	HEALTH INSURANCE JUNE	409.01
DELTA DENTAL PLAN OF	DENTAL INSURANCE JUNE	54.13
HARTFORD LIFE INSURANCE	LIFE INSURANCE JUNE	11.38
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JUNE	16.90
LANSING ICE & FUEL CO	GASOLINE STORMWATER	99.43
FREDRICKSON SUPPLY, LLC	WHEEL BLOWER/MANUAL/FREIGHT	1,534.06
STATE OF MICHIGAN	STORMWATER LICENSE RENEWAL/RANE	95.00
	Total For Dept 281.00 STORMWATER	2,219.91

Dept 446.00 INFRASTRUCTURE		
CONSUMERS ENERGY	REMOVE STREETLIGHTS	6,100.00
	Total For Dept 446.00 INFRASTRUCTURE	6,100.00

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT		
SBAM PLAN	HEALTH INSURANCE JUNE	5,340.81
DELTA DENTAL PLAN OF	DENTAL INSURANCE JUNE	607.74
HARTFORD LIFE INSURANCE	LIFE INSURANCE JUNE	139.81
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JUNE	208.36
LANSING ICE & FUEL CO	GASOLINE COMMUNITY DEVELOPMENT	171.10
ASSOCIATED GOVERNMENT	AGS PAYROLL 3/16-4/15/2014	1,320.00
VERIZON WIRELESS	CELLULAR MAY	372.94
FRANKIE D'S AUTO & TRUCK	LOF/2 REAR SHACKLE KITS/LABOR/#56	411.00
	Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT	8,571.76

Dept 752.00 PARKS ADMINISTRATION		
SBAM PLAN	HEALTH INSURANCE JUNE	858.28
DELTA DENTAL PLAN OF	DENTAL INSURANCE JUNE	86.31
HARTFORD LIFE INSURANCE	LIFE INSURANCE JUNE	47.17
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JUNE	70.35
VERIZON WIRELESS	CELLULAR MAY	31.08
SAM'S CLUB DIRECT	FOOD/SENIOR CENTER	263.90
	Total For Dept 752.00 PARKS ADMINISTRATION	1,357.09

Dept 771.00 PARKS		
LANSING ICE & FUEL CO	GASOLINE PARKS	948.26
LANSING SANITARY SUPPLY	2 CS. SOAP/1 CENTER PULL TOWEL DISP.	84.06
ACE HARDWARE	4 MISC. MDSE.	9.00
ACE HARDWARE	4 MISC. MDSE.	4.96
ACE HARDWARE	11 MISC. MDSE.	4.19
SAM'S CLUB DIRECT	6 TRASH LINERS	124.08
GRANGER	DUMPSTER SERVICE	150.00
MODEL COVERALL SERVICE	UNIFORM PANTS	78.55
MODEL COVERALL SERVICE	UNIFORM PANTS	100.37
BOARD OF WATER & LIGHT	WATER 2108 CEDAR	206.80

BOARD OF WATER & LIGHT	WATER 2287 PINE TREE	40.70
BOARD OF WATER & LIGHT	WATER 4030 KELLER	76.14
BOARD OF WATER & LIGHT	WATER 4050 KELLER	166.39
BOARD OF WATER & LIGHT	WATER 1750 MAPLE	19.52
DELHI TOWNSHIP TREASURER	SEWER 2108 CEDAR	112.00
DELHI TOWNSHIP TREASURER	SEWER 2287 PINE TREE	44.80
DELHI TOWNSHIP TREASURER	SEWER 4030 KELLER	137.90
DELHI TOWNSHIP TREASURER	SEWER 1750 MAPLE	23.80
ACE HARDWARE	CONDUIT	3.29
BOYNTON FIRE SAFETY SERV	SPRINKLER INSPECTION/ SENIOR CENTER	95.00
MARK'S LOCK SHOP, INC	LOTS OF 5 SETS OF KEYS/SEASONAL	105.00
MENARDS LANSING SOUTH	12 SHOCKS/CHLORINE TABLETS	148.42
MENARDS LANSING SOUTH	FIX-A-FLAT	6.52
MENARDS LANSING SOUTH	LUMBER & 6' KEYCHAIN TAPE	155.29
MENARDS LANSING SOUTH	(17) 5 QT. PAINT BUCKETS/PAINT BRUSH	63.67
MENARDS LANSING SOUTH	6 SNAPS/2 CHAMOIS	21.74
PARRY BROTHERS REFRIGER	CLEANED & SANITIZED ICE MACHINE	204.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SENIOR CENTER	260.00
BOYNTON FIRE SAFETY SERV	BACKFLOW INSPECTION	325.00
CHRISTIANS GREENHOUSE	FLOWERS	340.89
E.D.S. IRRIGATION, LLC	REPAIRS DUE TO CONSTRUCTION	175.40
LOWE'S CREDIT SERVICES	POTTING MIX/FLOWERS/KNEELING	298.46
LOWE'S CREDIT SERVICES	PLANTS	137.16
LOWE'S CREDIT SERVICES	FLOWERS	123.54
MENARDS LANSING SOUTH	(4) 9 PACK ANNUALS	14.00
MENARDS LANSING SOUTH	(32) 5" PREM ANNUALS/(12) FLOWERING	116.64
MENARDS LANSING SOUTH	(2) 1 GAL. SPRAYERS/BRUSH/(3) 2X8'S	46.26
MICHIGAN PLUMBING	BACKFLOW PREVENTION TEST	144.00
WESCO DISTRIBUTION, INC	12 LIGHT BULBS	119.40
BRADY LAWN EQUIPMENT	GAS DAMPER/BALL JOINT/SCAG	101.24
BRADY LAWN EQUIPMENT	WASHER/BOLT/NUT	5.93
SUPERIOR SAW	HEAD/STIHL TRIMMER	29.95
SUPERIOR SAW	2 PLUGS	12.50
FERGUSON ENTERPRISES	2 HYD REPAIR KITS & FREIGHT	163.03
PIONEER ATHLETICS	1 NEW RIDER WAND EXTENSION 24"	79.85
TASMANIAN TIRE CO.	DISMOUNT & MOUNT TIRE	5.00
B & D ELECTRIC, INC.	ELEC. WORK FOR THEATER SHADE	240.00
D & G EQUIPMENT INC	EXMARK MOWER & TWO JD GATORS	24,045.00
	Total For Dept 771.00 PARKS	29,917.70

Dept 774.00 RECREATION

SBAM PLAN	HEALTH INSURANCE JUNE	429.14
DELTA DENTAL PLAN OF	DENTAL INSURANCE JUNE	43.16
HARTFORD LIFE INSURANCE	LIFE INSURANCE JUNE	22.53
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JUNE	33.66
D & M SILKSCREENING	38 HATS	342.00
D & M SILKSCREENING	17 SHIRTS	102.00
D & M SILKSCREENING	100 T-SHIRTS/POTW OPEN HOUSE	736.00
HAMMOND FARMS SOUTH	(50) 40# BAGS OF FIELD DRY	697.50
JOHNNY MAC'S	BASES/PLATES/ANCHOR SET	542.50

PIONEER ATHLETICS	43 BRITE STRIPE/2 ULTRA FRIENDLY	2,141.50
M.A.S.A.	15 ADULT TEAM REGISTRATIONS	540.00
PAULA K. HARNEY	SENIOR CENTER FITNESS CLASSES	100.00
ROBERT KRUEGER	OFFICIAL SOCCER	150.00
STEVEN E. ROGERS	OFFICIAL VOLLEYBALL	150.00
BIG DOG ENTERTAINMENT	BOUNCE HOUSE/SLIDE/LASER TAG/KIDS	1,115.00
	Total For Dept 774.00 RECREATION	<u>7,144.99</u>

Dept 850.00 OTHER FUNCTIONS		
HARTFORD LIFE INSURANCE	RETIREES LIFE INSURANCE JUNE	32.40
SBAM PLAN	RETIREES HEALTH INSURANCE JUNE	5,823.59
PITNEY BOWES GLOBAL FINAN	FOLDING MACHINE LEASE	189.00
RICOH USA, INC	JUNE COPY MACHINE LEASE	122.74
RICOH USA, INC	JUNE COPY MACHINE LEASE	84.88
	Total For Dept 850.00 OTHER FUNCTIONS	<u>6,252.61</u>

Total For Fund 101 GENERAL FUND 133,523.96

Fund 206 FIRE FUND

Dept 336.00 FIRE DEPARTMENT		
SBAM PLAN	RETIREES HEALTH INSURANCE JUNE	1,027.76
SBAM PLAN	HEALTH INSURANCE JUNE	8,954.23
DELTA DENTAL PLAN OF	DENTAL INSURANCE JUNE	1,349.75
SBAM PLAN	HEALTH INSURANCE JUNE	1,287.41
DELTA DENTAL PLAN OF	DENTAL INSURANCE JUNE	80.89
HARTFORD LIFE INSURANCE	LIFE INSURANCE JUNE	217.32
HARTFORD LIFE INSURANCE	LIFE INSURANCE JUNE	22.53
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JUNE	437.79
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JUNE	33.66
BARYAMES CLEANERS	UNIFORM CLEANING	206.25
LANSING ICE & FUEL CO	GASOLINE FIRE	1,213.76
BIO-CARE, INC.	MAST FIT TEST/RILEY	25.00
VERIZON WIRELESS	CELLULAR MAY	191.06
BOARD OF WATER & LIGHT	WATER 6139 BISHOP	34.39
DELHI TOWNSHIP TREASURER	SEWER 6139 BISHOP	35.00
WESCO DISTRIBUTION, INC	RAB LED WALL PACK/FIRE #2	272.00
WESCO DISTRIBUTION, INC	T8 FIXTURE/FIRE #2	47.26
WESCO DISTRIBUTION, INC	CORD FOR T8 FIXTURE/FIRE #2	4.50
	Total For Dept 336.00 FIRE DEPARTMENT	<u>15,440.56</u>

Total For Fund 206 FIRE FUND 15,440.56

Fund 207 POLICE FUND

Dept 301.00 POLICE		
INGHAM COUNTY TREASURER	POLICE CONTRACT MAY	199,237.50
	Total For Dept 301.00 POLICE	<u>199,237.50</u>

Total For Fund 207 POLICE FUND 199,237.50

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 339.00 EQUIPMENT & APPARATUS		
FIRE SERVICE MANAGEMENT	FIRE TURNOUT GEAR MAINT AND REPAIR	220.00
FIRE SERVICE MANAGEMENT	TURNOUT GEAR CLEANING	289.50
COMMUNICATIONS SERVICES	SWISSPHONE PAGER REPAIR	98.00

SAFETY SERVICES, INC	4 GAS MONITOR REPAIR	896.05
HALT FIRE, INC.	COOLANT IN OIL/#491	253.00
HOLT & MASON TOWING	TPW/#21	200.00
TARGETSOLUTIONS	1ST QTR TARGET TRAINING	735.00
TARGETSOLUTIONS	2ND QTR TARGET TRAINING	735.00
Total For Dept 339.00 EQUIPMENT & APPARATUS		3,426.55

Total For Fund 211 FIRE EQUIP. & APPARATUS FUND 3,426.55

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 728.00 DDA ADMINISTRATION

DBI BUSINESS INTERIORS	OFFICE CHAIR	99.00
BOYNTON FIRE SAFETY SERV	BACKFLOW INSPECTION	130.00
SAM'S CLUB DIRECT	COOKIES/PLATES/WATER	27.76
Total For Dept 728.00 DDA ADMINISTRATION		256.76

Dept 729.00 DDA MARKETING & PROMOTION

B & D ELECTRIC, INC.	(2) 20 AMP RECEP & LABOR	670.00
ACE HARDWARE	TOILET FLUSH LEVER	7.99
SAM'S CLUB DIRECT	10X10 CANOPY	89.98
SAM'S CLUB DIRECT	POP/WATER/CUPS/WINDEX/CLEANER	198.82
Total For Dept 729.00 DDA MARKETING & PROMOTION		966.79

Dept 731.00 DDA INFRASTRUCTURE PROJECTS

B & D ELECTRIC, INC.	REPAIR LIGHT POLE/UNDERGROUNDS	2,840.00
HMK LANDSCAPING	TRAILHEAD LANDSCAPING 50% DOWN	4,777.00
Total For Dept 731.00 DDA INFRASTRUCTURE PROJECTS		7,617.00

Dept 850.00 OTHER FUNCTIONS

BOYNTON FIRE SAFETY SERV	SPRINKLER INSPECTION/ DDA-ICSD	170.00
GRANGER	DUMPSTER SERVICE	130.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SHERIFF & DDA	420.00
SIEMENS INDUSTRY, INC.	HVAC CONTRACT / DDA	1,955.00
BOARD OF WATER & LIGHT	WATER 2045 CEDAR	106.29
BOARD OF WATER & LIGHT	WATER 2150 CEDAR	21.65
DELHI TOWNSHIP TREASURER	SEWER 2045 CEDAR	38.50
DELHI TOWNSHIP TREASURER	SEWER 2150 CEDAR	25.78
DELHI TOWNSHIP TREASURER	SEWER 1465 CEDAR	14.00
DELHI TOWNSHIP TREASURER	SEWER 2052 CEDAR	118.88
Total For Dept 850.00 OTHER FUNCTIONS		3,000.10

Dept 905.00 DEBT SERVICE

DAVID & LINDA ROTHERMEL	PRINC PAYMENT-LAND CONTRACT-	19,635.74
SOUTH CEDAR DISTRIBUTORS	PRINC PYMT-2052 CEDAR LAND CONTR	6,250.00
DAVID & LINDA ROTHERMEL	INTEREST PYMT-LAND CONTRACT-	3,810.36
SOUTH CEDAR DISTRIBUTORS	INTER PYMT-2052 CEDAR LAND CONTR	1,031.25
Total For Dept 905.00 DEBT SERVICE		30,727.35

Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY 42,568.00

Fund 410 SYCAMORE TRAIL CONSTR FUND

Dept 902.00 CAPITAL OUTLAY

C2AE	NORTH TRAIL CONSTRUCTION SERVICE	34,945.09
Total For Dept 902.00 CAPITAL OUTLAY		34,945.09

Total For Fund 410 SYCAMORE TRAIL CONSTR FUND 34,945.09

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

CHAPPELL, ARTHUR & GRACE	Basic Service Charge	14.00
CORBIN, SYLVIA	Basic Service Charge	23.80
GATEWAY TO HOMES	Basic Service Charge	29.40
HUFF, CHRIS	Basic Service Charge	28.70
SIGMA SERVICES	Basic Service Charge	14.30
SBAM PLAN	RETIREEES HEALTH INSURANCE JUNE	103.28
	Total For Dept 000.00	213.48

Dept 548.00 ADMINISTRATION & OVERHEAD

HARTFORD LIFE INSURANCE	RETIREEES LIFE INSURANCE JUNE	16.20
SBAM PLAN	RETIREEES HEALTH INSURANCE JUNE	2,490.47
	Total For Dept 548.00 ADMINISTRATION & OVERHEAD	2,506.67

Dept 558.00 DEPT OF PUBLIC SERVICE

SBAM PLAN	HEALTH INSURANCE JUNE	12,030.61
DELTA DENTAL PLAN OF	DENTAL INSURANCE JUNE	1,592.02
HARTFORD LIFE INSURANCE	LIFE INSURANCE JUNE	334.60
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE JUNE	497.22
LANSING ICE & FUEL CO	GASOLINE DPS	2,924.53
BARYAMES CLEANERS	UNIFORM DRYCLEANING	28.80
MODEL COVERALL SERVICE	STAFF UNIFORMS	64.79
MODEL COVERALL SERVICE	STAFF UNIFORMS	176.66
MODEL COVERALL SERVICE	STAFF UNIFORMS	64.79
MODEL COVERALL SERVICE	STAFF UNIFORMS	168.66
AIRGAS USA, LLC	CYLINDER RENTAL	129.65
HASSELBRING-CLARK	COPIER EXCESS RATE/MAINTENANCE	110.66
ACE HARDWARE	8 YARD STICKS	10.32
LOWE'S CREDIT SERVICES	7 CU. FT. CHEST FREEZER	217.55
ALEXANDER CHEMICAL CORP	HYPOCHLORITE SOLUTION	3,816.56
KAR LABORATORIES, INC.	ANALYSIS OF EFFLUENT SAMPLES	300.00
C2AE	2014 GENERAL ENGINEERING	1,602.74
UNITED PARCEL SERVICE	SHIPPING CHARGES	42.57
BARNHART & SON, INC.	SLUDGE HAUL FROM POTW	669.84
GRANGER	MONTHLY SCREEN DEBRIS	387.50
GRANGER	DUMPSTER SERVICE	201.21
VERIZON WIRELESS	CELLULAR MAY	439.14
COMCAST	HIGH SPEED INTERNET/POTW	134.85
COMCAST	HIGH SPEED INTERNET/MAINTENANCE	124.85
BOARD OF WATER & LIGHT	WATER 1492 AURELIUS	72.00
BOARD OF WATER & LIGHT	WATER 3505 HOLT	76.66
BOARD OF WATER & LIGHT	WATER 1988 WAVERLY	134.80
BOARD OF WATER & LIGHT	WATER 5961 MC CUE	632.50
BOARD OF WATER & LIGHT	WATER 1492 AURELIUS	134.80
DELHI TOWNSHIP TREASURER	SEWER 1490 AURELIUS	112.00
BOARD OF WATER & LIGHT	ELECTRIC 1870 NIGHTINGALE	139.73
THE PARTS PLACE	LAMP/RUBBER GROMMET	8.85
DU BOIS-COOPER ASSOCIATES	(1) 12V AIR PUMP/D.C.C.L.S.	275.30
WOLVERINE POWER SYSTEMS	R&R ACTUATOR/SERVICE CALL/LABOR	4,998.95
D & G EQUIPMENT INC	HYD. QUICK-CONNECT COUPLER	32.21
ACE HARDWARE	(2) 3 PLUG ADAPTERS	8.98
ACE HARDWARE	GALV NIPPLE	4.49
APPLIED INDUSTRIAL TECH.	(2) DRIVE COUPLINGS BLOWER 1&2	169.82
APPLIED INDUSTRIAL TECH.	SHIPPING	10.40
FREDRICKSON SUPPLY, LLC	WHEEL BLOWER/MANUAL/FREIGHT	1,534.07
LOWE'S CREDIT SERVICES	PVC 1G IN-USE KIT	22.67
M TECH COMPANY	228-097551 DRIVE PIN	11.54
M TECH COMPANY	228-RP124 STEEL SCOTCH CAST	474.27

M TECH COMPANY	SHIPPING & HANDLING	20.86
PURE GREEN LAWN & TREE	LAWN /TREE FERT-MTC/POTW/WAVERLY	240.00
BOYNTON FIRE SAFETY SERV	FIRE EXTINGUISHER INSPECTION/MAINT	26.00
BOYNTON FIRE SAFETY SERV	BACKFLOW INSPECTION	910.00
BOYNTON FIRE SAFETY SERV	SPRINKLER INSPECTION/ MAINT	125.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/POTW	260.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MAINTENANCE	260.00
SIEMENS INDUSTRY, INC.	HVAC CONTRACT / POTW	26,445.00
SIEMENS INDUSTRY, INC.	HVAC CONTRACT / MAINTENANCE	5,860.00
HASSELBRING-CLARK	DIGITAL SYSTEM BASE RATE/POTW	745.00
ALTA EQUIPMENT COMPANY	PARTS & LABOR & FREIGHT/FORK LIFT	1,091.00
BISBEE INFRARED SERVICES	INFRARED ELECTRICAL INSPECTIONS	950.00
BOBCAT OF LANSING	SPINDLE ASSY/PULLEY/4 BOLTS/SCAG #6	247.70
BOBCAT OF LANSING	SPARK PLUGS/FILTERS/OIL/LABOR/#5	299.95
BOBCAT OF LANSING	SPARK PLUGS/FILTERS/OIL/LABOR/#6	299.95
BOBCAT OF LANSING	SPARK PLUGS/FILTERS/OIL/LABOR/#3	299.95
BOBCAT OF LANSING	SPARK PLUGS/FILTERS/OIL/LABOR/#4	299.95
BOBCAT OF LANSING	SPARK PLUGS/FILTERS/OIL/LABOR/#2	299.95
BOBCAT OF LANSING	BATTERY/SCAG #7	78.25
BOBCAT OF LANSING	BATTERY/SCAG #3	78.25
BOBCAT OF LANSING	SEAL KIT/BRACKET/GEARBOX ASSY	1,041.82
BOBCAT OF LANSING	WHEEL MOUNT/WHEEL MOTOR/LABOR/#5	1,021.98
FRANKIE D'S AUTO & TRUCK	LOF/LABOR/#25	35.00
FRANKIE D'S AUTO & TRUCK	LOF/LABOR/#24	35.00
FRANKIE D'S AUTO & TRUCK	LOF/LABOR/#22	35.00
FRANKIE D'S AUTO & TRUCK	LOF & LABOR/#28	47.00
GANNETT MICHIGAN NEWS	SECRETARY AD	989.50
ACE HARDWARE	3 PKS. 8" CABLE TIES	23.97
ACE HARDWARE	4 JIG SAW BLADES	10.56
ACE HARDWARE	5 BLACK VELCRO	19.95
ACE HARDWARE	PLASTIC POOL/3 BUCKETS	34.96
AMERICAN RENTAL	(2) 30 X 40 TENT W/(8) 40' SIDE CURTAINS	820.00
AMERICAN RENTAL	(25) 8' X 30" TABLE	168.75
AMERICAN RENTAL	(2) PORTABLE TOILET	164.00
SAM'S CLUB DIRECT	5 PKS BATTERIES/CHARCOAL/BAGS	109.84
SAM'S CLUB DIRECT	GRAHAM CRACKERS/CANDY	27.04
SAM'S CLUB DIRECT	7 PKS BATTERIES/CANDY/TOWELS	181.94
SAM'S CLUB DIRECT	CREDIT	(19.36)
SAM'S CLUB DIRECT	30 QTS ICE CREAM/3 BAGS ICE	44.82
SAM'S CLUB DIRECT	7 BAGS ICE	20.86
D HILL ENVIRONMENTAL	ANAEROBIC DISGESTION CLASS/TRIGO	225.00
LASSARO N. TRIGO	5/1-2/2014 MILEAGE/TRIGO	84.56
	Total For Dept 558.00 DEPT OF PUBLIC SERVICE	<u>78,883.16</u>

Dept 578.01 CAPITAL IMPROVEMENTS

C2AE	SANITARY SEWER REHABILITATION	3,819.28
C2AE	LSD PROJ. ENG. SCREEN/FM/LSD	3,342.78
	Total For Dept 578.01 CAPITAL IMPROVEMENTS	<u>7,162.06</u>

Total For Fund 590 SEWAGE DISPOSAL SYSTEM 88,765.37

Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND

Dept 735.00 LOCAL SITE REMEDIATION

FOSTER, SWIFT, COLLINS	LEGAL FEES APRIL	4,134.10
ROYAL LAWN & LANDSCAPE	50% DPWM ;AMDSCA[E/2052 CEDAR	1,625.00
	Total For Dept 735.00 LOCAL SITE REMEDIATION	<u>5,759.10</u>

Total For Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND 5,759.10

Fund 701 TRUST & AGENCY FUND

Dept 000.00

INGHAM COUNTY TREASURER	TRAILER PARK FEES APRIL	2,112.50
VICTORY LANE QUICK OIL	REFUND 2013 TAX OVERPAYMENT	31.36
GREATER LANSING MONUMENT	NICHE LETTERING/HEADY	45.00
	Total For Dept 000.00	<u>2,188.86</u>

Total For Fund 701 TRUST & AGENCY FUND	<u><u>2,188.86</u></u>
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Total For All Funds:	<u><u>525,854.99</u></u>
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**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated May 22, 2014**

ATTACHMENT II

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 106777 through 106818 & direct deposits numbers: DD17965 through DD18053. The payroll was prepared in accordance with established payroll rates and procedures. The Treasurer's & Clerk's signatures were printed on the payroll checks using an electronic image signature

Lora Behnke, Accounting Clerk

The attached Check and Payroll Registers were reviewed. The payroll checks were distributed in accordance with established procedures.

Dated: May 22, 2014

Director of Accounting

II. Payroll Report

The May 22, 2014 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$78,417.57	\$22,078.95	\$56,338.62
Fire Dept. Fund	40,997.23	12,973.27	\$28,023.96
DDA	3,923.08	879.72	\$3,043.36
Sewer Fund/Receiving	40,174.90	12,014.75	\$28,160.15
Total Payroll	\$163,512.78	\$47,946.69	\$115,566.09
	Township FICA	Township RHS & Pension Plan	Total Deductions & TWP Liabilities
General Fund	\$5,644.95	\$5,796.59	\$33,520.49
Fire Dept. Fund	3,074.62	3,136.15	19,184.04
DDA	133.05	80.83	1,093.60
Sewer Fund/Receiving	2,965.53	3,232.09	18,212.37
Total Payroll	\$11,818.15	\$12,245.66	\$72,010.50

Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on May 22, 2014 and identified as follows:

05/22 Net Pay Disbursement in Common Savings (\$115,566.09)

Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on June 3, 2014, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated May 22, 2014 was reviewed, audited, and approved.

Attachment to Payroll Register
cc: Sweet(1)Vander Ploeg(1)

Evan Hope, Clerk



**Delhi Charter Township
Department of Community Development**

MEMORANDUM

TO: John B. Elsinga, Township Manager

FROM: Tracy L.C. Miller, Director of Community Development

DATE: May 28, 2014

RE: Proposal from C2AE for Construction Observation/Engineering Services Contract Amendment

Attached please find a proposed contract amendment from C2AE, our engineering consultant for the North Trail Connector project (Sycamore Trail). You will recall that in 2013 the Township approved a contract with C2AE for construction engineering services in the amount of \$133,625. At that time the Board was told that a future contract amendment may be necessary if construction occurred during the winter and depending on how quickly the contractor worked (see original contract attached).

As you know, work on the trail project did begin over the winter. The progress made by the construction contractor has been very slow, but within the timelines mandated by the MDOT contract. Construction will be completed by the end of October. Unfortunately for us, this protracted construction timeframe and slow progress has resulted in depletion of the originally authorized \$133K for construction oversight, material testing and staking. At this time, C2AE requires a contract amendment in order to conduct construction services through project completion this fall.

To that end, C2AE has submitted the attached proposal in the amount of \$169,480. Their proposal provides a detailed explanation of the request. Adam Falkowski, our project engineer, will be present at the June 3rd meeting to present the proposed amendment. Adequate funding is available via the bonds that were issued for the project.

While the amount of the amendment is significant, it brings the total for construction services to a little less than 12% of the overall construction contract. This is not out of line with what we would typically expect for a project that includes MDOT funding. MDOT requires the Township to provide construction oversight, as does our agreement with the Ingham County Road Department.

Please let me know if you have any questions or would like any additional information. Otherwise, I would ask that you forward this information to the Township Board for their consideration and action at the upcoming June 3rd meeting. Thank you.

Motion on Next Page.

Recommended Motion:

To approve Amendment No. 1 to the Professional Services Construction Engineering Services contract with C2AE in the amount not to exceed \$169,480 for the North Connector Trail Project (Sycamore Trail).



May 27, 2014

Mrs. Tracy L. C. Miller
Director of Community Development
Delhi Township Community Development Department
2074 Aurelius Rd.
Holt, MI 48842

Re: Amendment No.1 to Professional Services
North Connector Trail Project
Construction Engineering Services

Dear Mrs. Miller,

We are humbly appreciative for the opportunity to present this amendment to the Township for the increased effort requirements on the Delhi North Connector Trail Project. As required by the nature of this type of work, assumptions must be made to quantify the effort of construction service coverage prior to the selection of the contractor and often prior to the completion of the design effort. The latter was the case for this particular project. Unfortunately, our assumptions did not fall in line with the actuality of the events to complete this project. With projects that have the number of complexities as this project does, between complicated wetland and creek crossings, the number of involved local, state, and federal agencies, and require processes for funding sources, these types of projects can have more involved requirements which can exacerbate discrepancies in assumptions. This has played a role in the size of the magnitude of this amendment. Though this amendment is sizable in comparison to the original transferred contract from the DDA, we do want to note that the total requested time and material fee is within the normal percentage of construction for projects performed with the involvement of the funding sources being utilized in this project.

Please recall that we did note in the previous March 2013 amendment, shifting our contractual services from the DDA to the Township, that there was a significant possibility that the original proposed budget would not be able to cover the construction administrative and observation services. It was also noted that this would be specifically dependent on the approach of the contractor and some of the changes in design (i.e. driven timber piles verse helical piles). The originally proposed fee in February of 2009 was based on a project that was also anticipated to be completed during a single construction season with twelve (12) weeks of part time construction observation and twelve (12) weeks of full time construction observation. Through the end of April 2014, the impact on the contract was thirteen (13) weeks of part time of construction observation and six (6) weeks of full time construction observation. This fee was amended in February of 2012 to increase the fee by 10% to include the additional Michigan Department of Transportation (MDOT) reporting requirements as a funding source was not specifically dedicated at the time of the 2009 proposal. The amended fee of February 2012 is the value of the construction administration, construction observation, materials testing, and record drawings efforts that were transferred from the DDA contract to directly to the Township in March of 2013. The only addition to

Mrs. Tracy L. C. Miller

Page 2

May 27, 2014

the fee at the March 2013 transfer amendment was the inclusion of base level construction staking in the C2AE scope. This change in approach of construction staking coverage came from notification by MDOT at the design review meeting that the planned contractor staking component of the construction contract would no longer be an eligible expense through the grant.

After the approval of the transfer of the contract in March of 2013, MDOT's plan review pushed the schedule to a point where the necessary dry summer construction needed for the I-96 crossing was no longer feasible within the 2013 construction season. This also pushed the construction contract into a multi-season project which also required an extension of allowable construction time through the 2014 season. This added a month to the potential duration from a completion date of August 1st to September 1st. While resulting delays from the extended MDOT review period was a significant impact to the scheduling of the project, preventing the construction to be completed within a single season, it did have a beneficial outcome of additional funding from MDOT.

These previously noted items are major impacts in relation to the project fee, but the largest component has been the contractor's approach to constructing the project. Typically, the contractor will attack a project with enough staffing and equipment to make production rates. The contractor's approach on this project has not followed that typical line of thinking. The contractor has worked through the winter with a small crew working back and forth on driving piles and building boardwalk in only one location. This has yielded a production rate about half of what was normally anticipated. In an effort to minimize the impact to our fee, C2AE has been performing primarily part time construction observation services during these activities. This, however, has not been able to reduce the required involvement from the office/design staff for addressing contractor requests for information, recalculation for pile capacities that are not achieving as expected, and field work efforts that are continuing without full time field observation. As the project is progressing, the contractor has added staffing to the project but is still taking a linear type of approach to the project (i.e. single crews onsite for tasks verses multiple crews in multiple areas). This approach has the contractor using the entire allotted schedule to complete the project.

We have also included an expansion of the construction staking fee. There have been a few items that have detoured us from being able to stay within the original fee including but not limited to flooding washing out stakes requiring re-staking, stakes being pulled by others requiring re-staking, and increased vertical information being required with the stakes.

There have also been value added items required during this first year of the transfer amendment including updating figures for the Ingham County Drain Office agreements, evaluating cost impacts for re-routing trail east of the railroad through the newly acquired Décor property by the Township, and redesign of the trail and drainage along Willoughby at the Décor property to use the newly acquired property to provide more separation between the road and the trail along moving to a less maintenance required drainage solution.

We recognize the significant increase in fee associated with this amendment. In hindsight, we should have re-evaluated the fee when we transferred the contract from the DDA to the Township during the

March 2013 amendment, but at that time it was anticipated to be best to re-evaluate once the contractor was selected. While the contractor's approach would still have impacted our re-evaluated fee, the associated impact and fee increase would be smaller component of the overall budget.

We respectfully request your consideration of this amendment.

PROJECT DESCRIPTION

The construction phase of the North Connector Trail Project will consist of constructing HMA non-motorized trail with sections of wooden boardwalk and bridges at wetlands/water body crossings. This section of trail will be constructed from the existing termini at Willoughby Road north to the intersection of Jolly Road and Aurelius Road.

SCOPE OF SERVICES

We plan to provide the following continuation of services during the construction phase of this project:

1. Construction Staking: Continue providing staking for construction of proposed bridges, boardwalk, trail alignment, drainage improvements (culverts and manhole/catch basin structures), and easements.
2. Construction Administration: Continue providing construction administration services in accordance with MDOT requirements utilizing Field Manager software. Services will include review of submittals and certifications, preparation of work orders, preparation of change orders, review of certified payrolls, and posting pay requests.
3. Construction Observation (Full-Time): Continue provide a resident project representative (RPR) to observe the Contractor's progress during the following construction activities: selective clearing, pile driving operations, placement of bridge structures, construction of primary structural members for proposed boardwalk, placement of aggregate base material and final paving of the trail. Daily reports will be prepared giving general observations of the work completed to date.

Deliverables from C2AE

- Daily reports

SCHEDULE

This work is anticipated to continue through September 1, 2014.

FEE SUMMARY

<u>Description</u>	<u>Additional Fee</u>	<u>Fee Basis</u>
Construction Services	\$162,360	Time and Materials, Estimated
Construction Staking	<u>7,120</u>	Time and Materials, Estimated
Amendment #1 Total:	\$169,480	

Summary of Amended Contract Fees

<u>Description</u>	<u>Fee</u>	<u>Fee Basis</u>
Construction Services	\$252,360	Time and Materials, Estimated
Construction Staking	30,245	Time and Materials, Estimated
Materials Testing	15,000	Time and Materials, Estimated
Preparing Record Drawings	<u>5,500</u>	Time and Materials, Estimated
Revised Construction Services Total:	\$303,105 (1)	Time and Materials, Not to Exceed
	(11.8% of Construction)	

(1) \$133,625 has been previously authorized.

We appreciate the opportunity to submit this amendment for consideration. If this amendment is acceptable, please sign in the space provided below and return one copy to our office. If you should have any questions related to this amendment, please contact our office at your earliest convenience. Thank you.

Sincerely,

C2AE



Adam D. Falkowski, PE
Project Manager

ACCEPTED:
DELHI CHARTER TOWNSHIP

BY: _____



James J. Minster, PE
Director

DATE: _____

ADF/adf



March 14, 2013

Mrs. Tracy L. C. Miller
Director of Community Development
Delhi Township Community Development Department
2074 Aurelius Rd.
Holt, MI 48842

Re: Amendment to Professional Services/Transfer of Contract
North Connector Trail Project
Construction Engineering Services

Dear Mrs. Miller,

Per the request of Delhi Charter Township, we are submitting this amendment to the North Connector Trail Project to transfer the contract from the Downtown Development Authority (DDA) to the Township for the Construction Engineering Services.

This amendment covers shifting the contracted budgets with the DDA for Construction Services, Materials Testing, and Preparation of Record Drawings. Also at this time, we have included the addition of construction staking services at the Township's request. Construction staking services were originally planned to be included in the construction contractor's contract but have been determined as non-participating by the Michigan Department of Transportation (MDOT).

PROJECT DESCRIPTION

The construction phase of the North Connector Trail Project will consist of constructing HMA non-motorized trail with sections of wooden boardwalk and bridges at wetlands/water body crossings. This section of trail will be constructed from the existing termini at Willoughby Road north to the intersection of Jolly Road and Aurelius Road.

SCOPE OF SERVICES

We plan to provide the following services during the construction phase of this project:

1. Pre-Construction Meeting: Schedule and conduct a pre-construction meeting.
2. Construction Staking: Provide staking for construction of proposed bridges, boardwalk, trail alignment, drainage improvements (culverts and manhole/catch basin structures), and easements.

3. Construction Administration: Provide construction administration services in accordance with MDOT requirements utilizing Field Manager software. Services will include review of submittals and certifications, preparation of work orders, preparation of change orders, review of certified payrolls, and posting pay requests. This was initially established at 8hrs/week for 24-weeks.
4. Construction Observation (Full-Time): Provide a resident project representative (RPR) to observe the Contractor's progress during the following construction activities: selective clearing, pile driving operations, placement of bridge structures, construction of primary structural members for proposed boardwalk, placement of aggregate base material and final paving of the trail. Daily reports will be prepared giving general observations of the work completed to date. This was initially established for an average of 42-hours/week for 12-weeks.
5. Construction Observation (Part-Time): Provide an RPR to observe on a part-time basis the Contractor's progress during the following construction activities: site preparation, clearing and removals phase, construction of or placement of the boardwalk deck, portions of the paving operations, and site restoration. Daily reports will be prepared giving general observations of the work completed to date. This was initially established for an average of 16-hours/week for 12-weeks.
6. Material Testing: C2AE will coordinate the services of Soils and Materials Engineers (SME) for material sampling and testing for concrete, asphalt, aggregate, and other material testing to document contractor compliance with the construction specifications.
7. Punch List: Perform pre-final review and prepare a punch list.
8. Final Review: Perform final review of the completed project.
9. Record Drawings: Prepare record drawings of the completed construction and provide the Township with an electronic copy and two sets of prints.

Deliverables from C2AE

- Daily reports
- Punch list
- Record drawings

SCHEDULE

It is anticipated that this phase of the contract will start June 7, 2013 and continue through August 1, 2014.

FEE SUMMARY

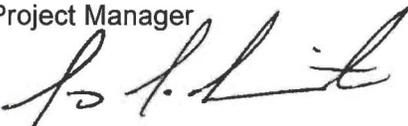
<u>Description</u>	<u>Fee</u>	<u>Fee Basis</u>
Construction Services	\$90,000 (1)	Time and Materials, Estimated
Construction Staking	23,125 (2)	Time and Materials, Estimated
Materials Testing	15,000	Time and Materials, Estimated
Preparing Record Drawings	<u>5,500</u>	Time and Materials, Estimated
Total:	\$133,625	

- (1) It was discussed at a progress meeting on February 19, 2013, that there is a strong possibility that this budget will not be able to cover the construction duration dependent on the contractor's schedule and staging. Changes in construction methods for pile installation from an originally intended use of helical piles to a more economical timber driven piles will require more onsite observation time than the original projections. At this time it was decided to proceed with the budget that was originally established in the contract and evaluate the necessity of an amendment as the contractor proceeds.
- (2) As discussed at the meeting on February 19, 2013, Construction Staking services are being added as they were not included in the original contract with the DDA. It has been determined as a non-participating expenditure by MDOT and is being removed from the construction contractor's contract.

We appreciate the opportunity to submit this amendment for consideration. If this amendment is acceptable, please sign in the space provided below and return one copy to our office. If you should have any questions related to this amendment, please contact our office at your earliest convenience. Thank you.

Sincerely,

C2AE


Adam D. Falkowski, PE
Project Manager

James J. Minster, PE
Director

ACCEPTED:
DELHI CHARTER TOWNSHIP

BY: _____

DATE: _____

ADF/tdb



Delhi Charter Township
Department of Community Development

MEMORANDUM

TO: John B. Elsinga, Township Manager

FROM: Tracy L.C. Miller, Director of Community Development

DATE: May 28, 2014

RE: Ad-Hoc Art Committee Recommendation

As you are aware, Delhi Township was recently awarded a grant in the amount of \$10,000 for the commission and placement of a public sculpture at the Farmer's Market. The Township Board appointed a 7 member Ad-Hoc committee for the purpose of receiving proposals from artists for the sculpture and making a recommendation on which artist should be selected.

In mid-April a Request for Proposals (RFP), as approved by the Board, was circulated to a wide variety of artists and agencies with contacts in the art community. We received a total of five proposals from local artists in response to our RFP. On May 19th the committee met to review the proposals and narrow down the selection to a couple proposals. At that meeting, it was ultimately decided that the unanimous favorite was the proposal from Craig Mitchell Smith, but that there were a couple of questions that the committee needed to resolve before a final recommendation could be made. These questions were resolved and at their meeting on May 27th the committee made a motion to recommend the Township Board approve the proposal from Craig Mitchell Smith and execute a contract for the same.

Craig Mitchell Smith is a well known glass artist whose work has been featured in many venues. His art has been exhibited in Disney's Epcot Center and featured on Home and Garden Television (HGTV). His sculpture was recently on display at the Chicago Flower and Garden Show held on Navy Pier. You can find out more by visiting the artist's website at www.craigmitchellsmith.com.

The sculpture that Mr. Smith has proposed for Delhi Township will be made of stainless steel and glass. It will be approximately 15' tall and will include both stainless and glass butterflies. The butterflies will appear outside of the Farmer's Market building as a part of the main sculpture, but are also anticipated to be inside the building. Mr. Smith's proposal is attached and I would encourage you to read it, as I believe that his description provides a better mental picture than mine does!

Assuming the Township Board confirms the committee's recommendation; we will move forward pursuant to the Township's Public Art policy and execute the contract necessary to facilitate this project. The policy states that the Township Manager will be responsible for this

process. I have prepared a draft agreement and have forwarded it to the Township Attorney for his review. Once the contract has been finalized, I will provide the copies for execution.

It is anticipated that Mr. Smith will spend the summer working on the sculpture and that it will be installed by no later than October 15th. An unveiling event will be held at that time, but this will not be finalized until we have a better estimate of the exact date of installation. More information on the project's progress and the unveiling will be forthcoming, as details develop.

With the above information in mind, I respectfully request that you forward this information and the Ad-Hoc Committee's recommendation to the Township Board for their consideration and action at the June 3rd meeting. If you have any question or need additional information, please do not hesitate to ask. Thank you.

Recommended Motion:

To approve the sculpture proposal from Craig Mitchell Smith for the creation of a sculpture at the Delhi Township Farmer's Market utilizing a LEAP Public Art Grant and authorize the Township Manager to execute the contract regarding the same.

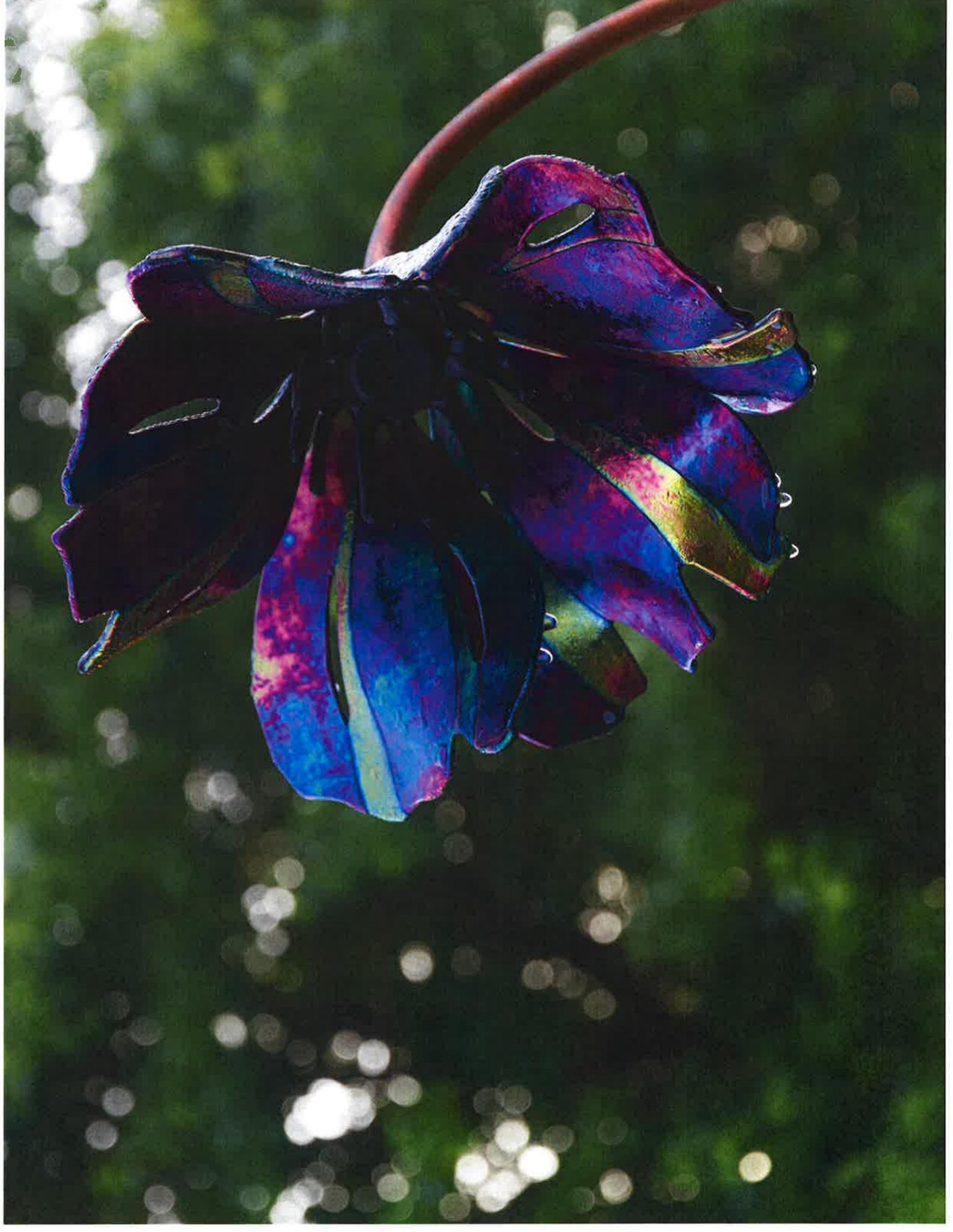




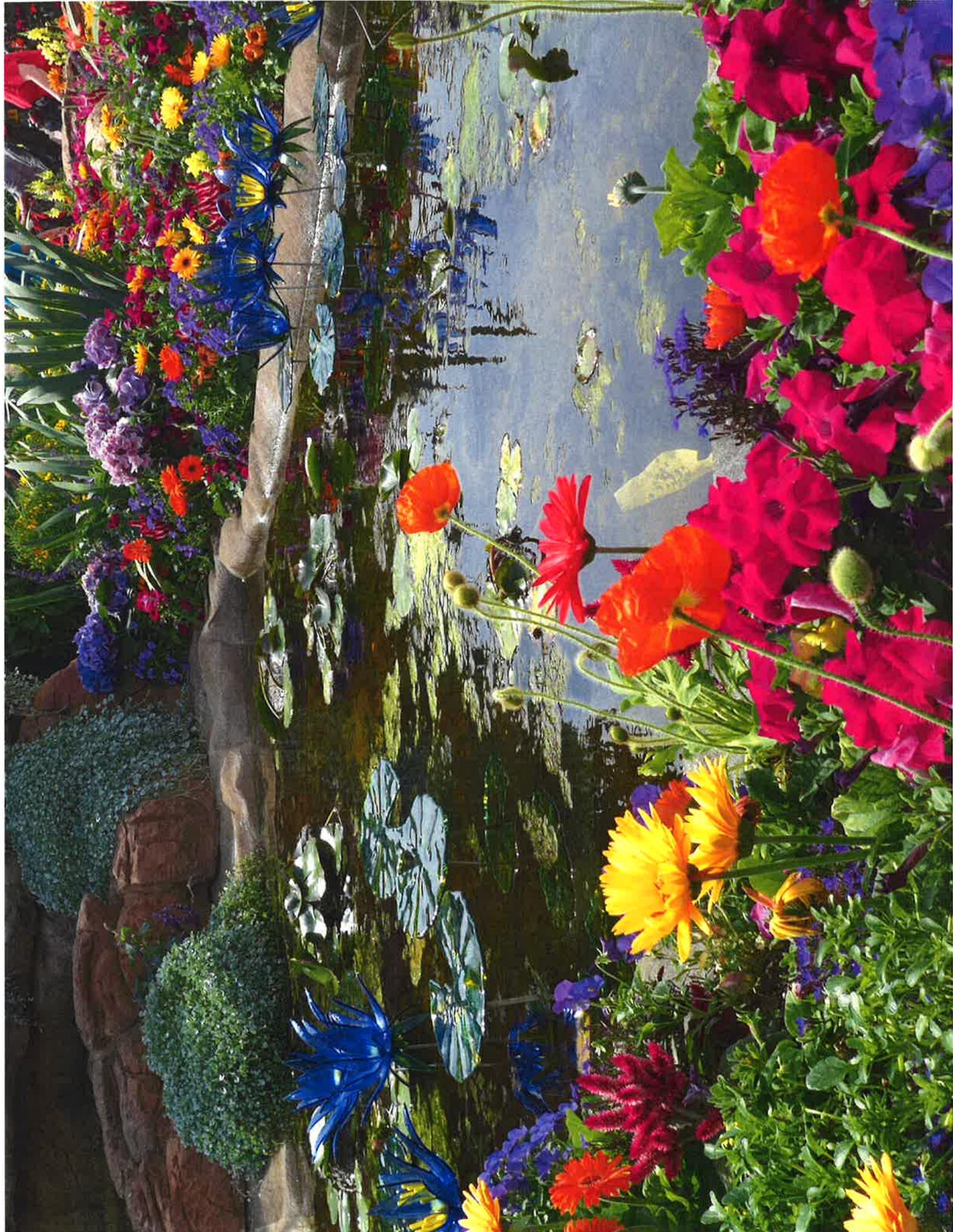
















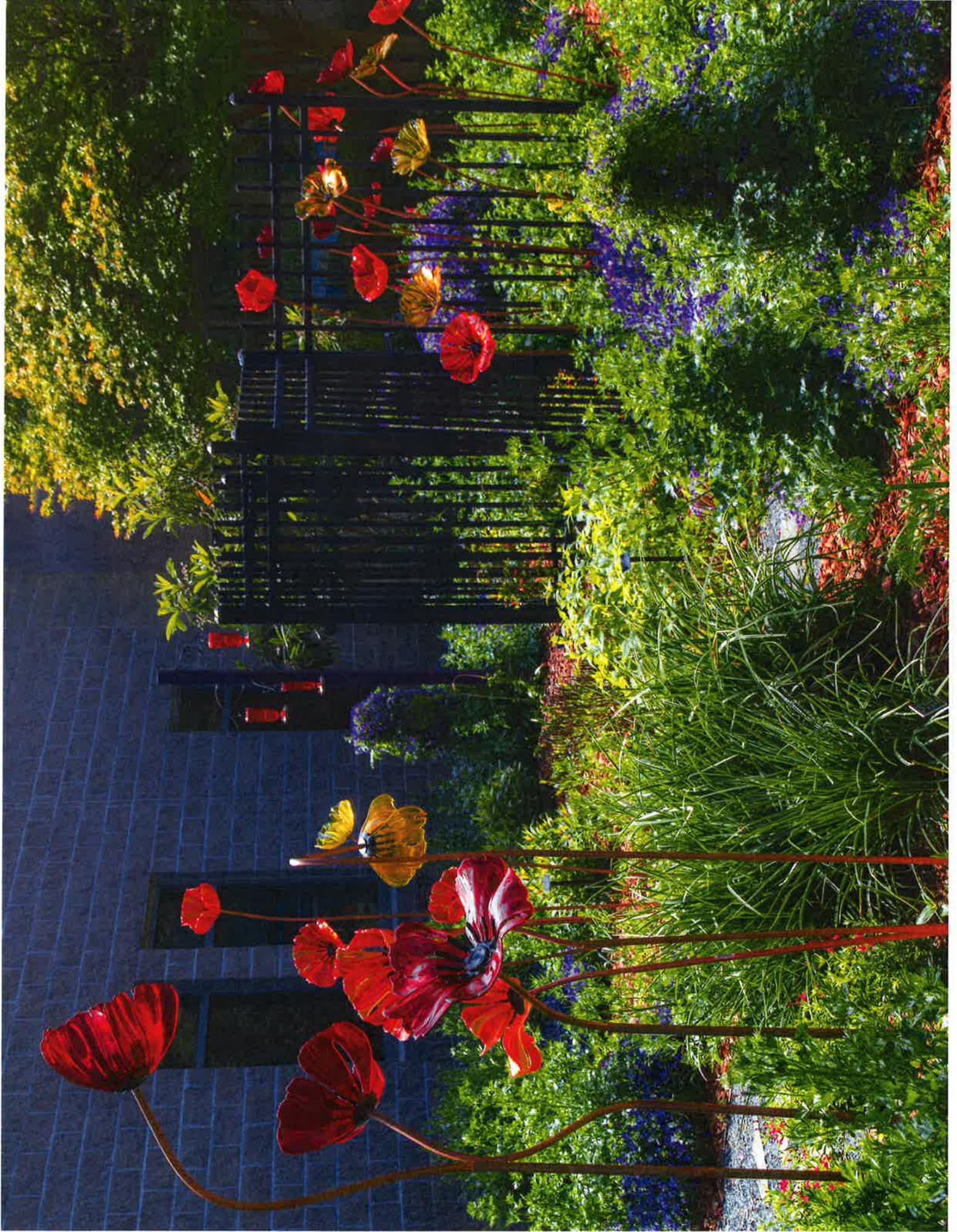






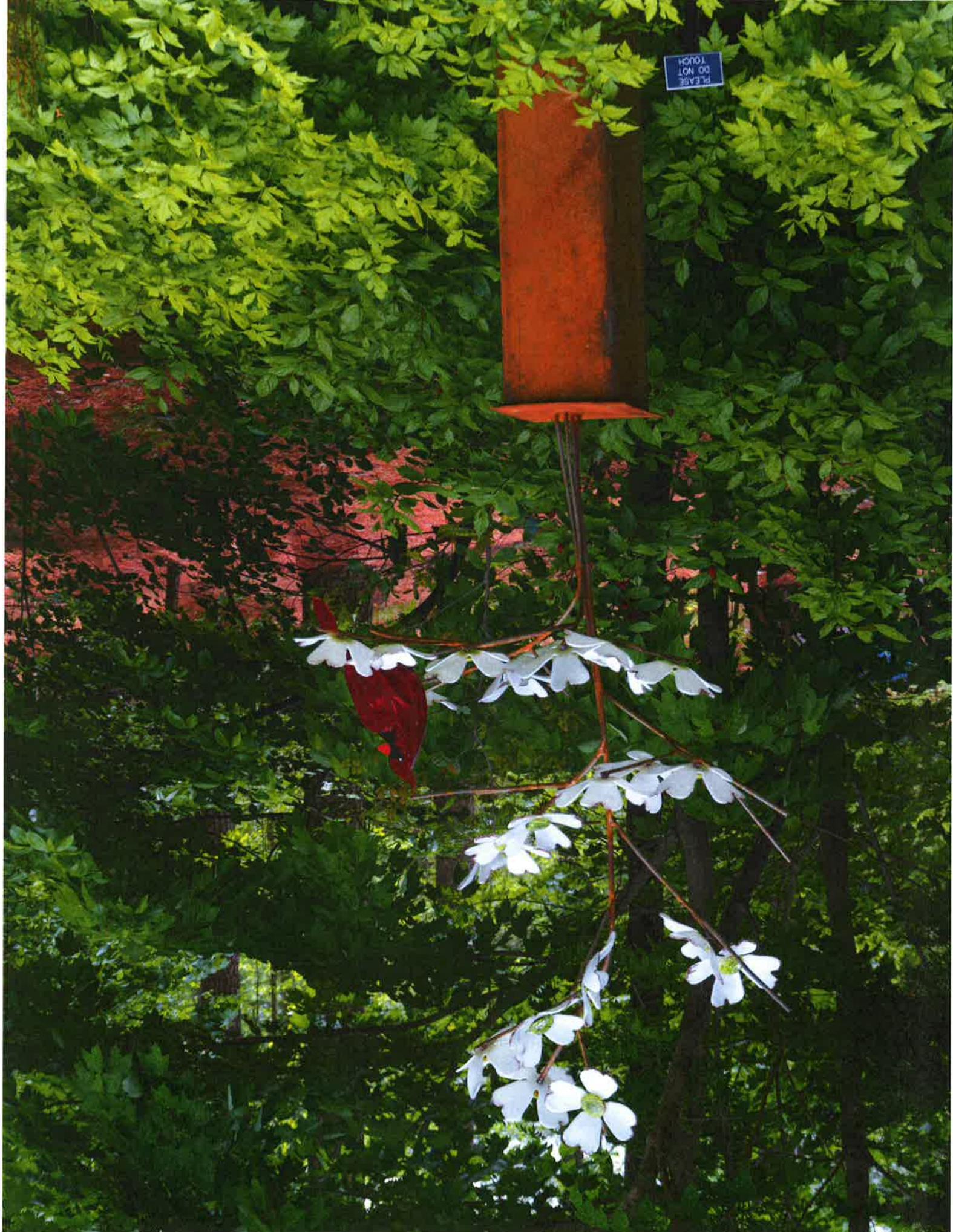












PLEASE
DO NOT
TOUCH









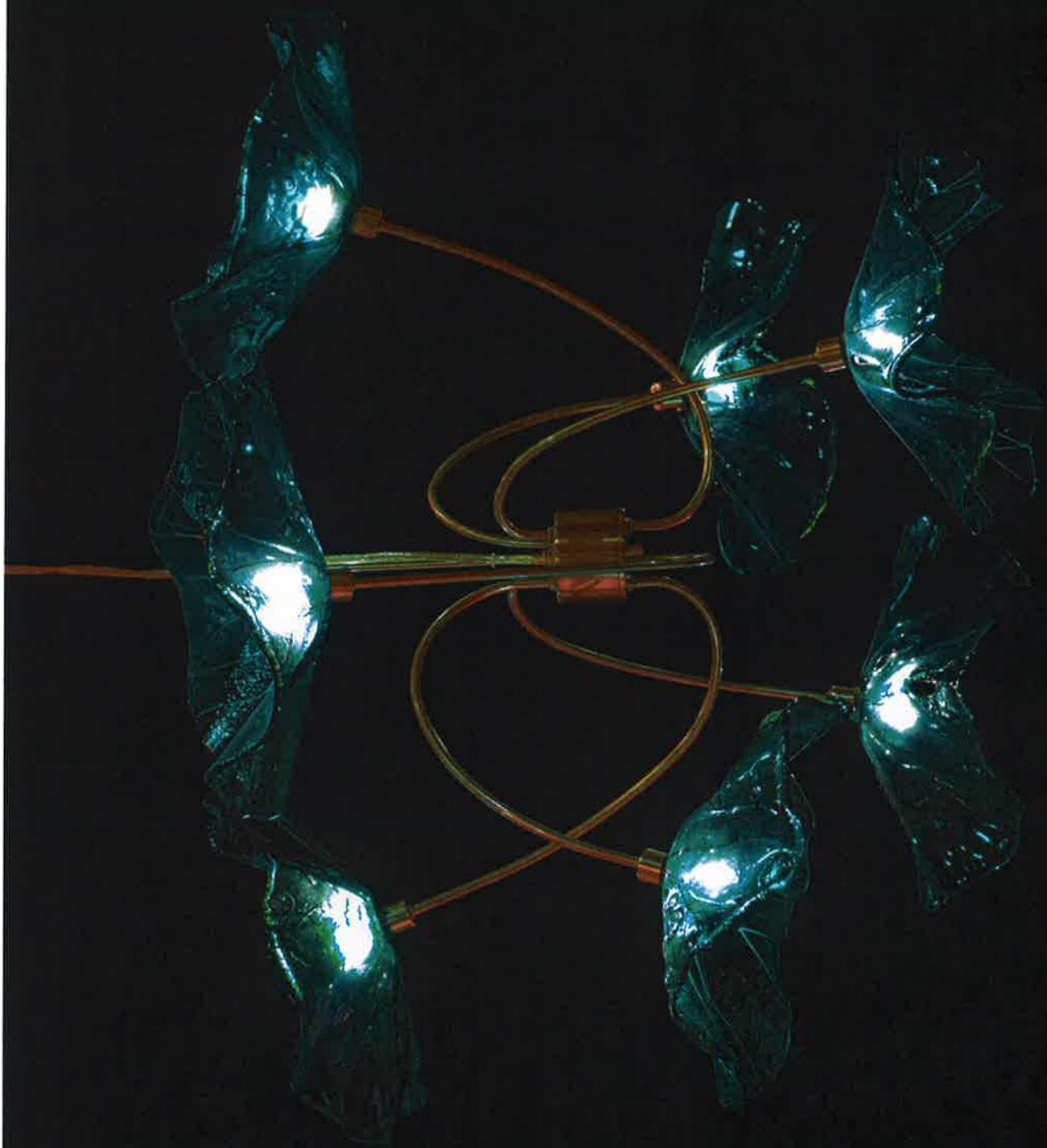


























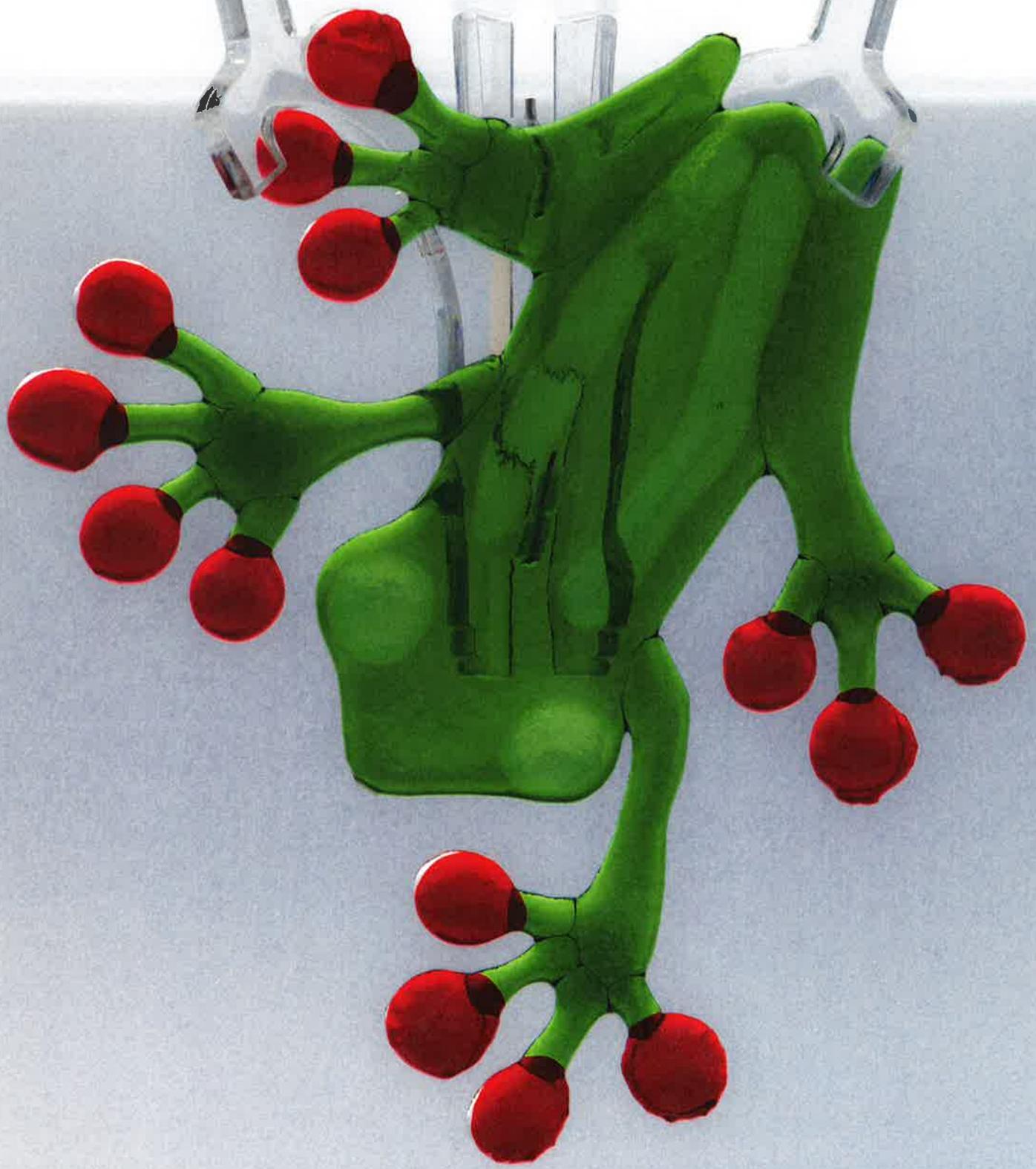


In Memory of
— 1919-2011 —
Auto-Owners Insurance



















Dear Ad-Hoc Art Committee,

Thank you for giving artists in the community an opportunity to submit proposals for public art to be installed outside the Holt Farmer's Market. How exciting that Delhi Township is among those to receive the grant for such work from LEAP. As a local artist passionate about my Lansing area roots, I am most pleased to be considered among those submitting ideas.

Enclosed please find a packet of materials highlighting my work. Among the information is a CD of photos showcasing the variety, breadth and complexity of glass and metal artwork that I have had the pleasure of displaying both indoors and outdoors in all seasons. Additionally, you will find my resume and personal statement which will help you to understand how I approach artwork that will be embraced and enjoyed by the public.

As I think about the Holt Farmer's Market and Delhi Township, I wish to convey the importance of growth and development, joy of community, and the ever-changing nature of an area devoted to its people and their health and well being. I am moved to create something beautiful and joy-filled that is both interactive and durable.

Referencing the Flight of the Monarch seen on the CD, I will create a stainless steel structure similar to the one pictured, but most of the butterflies will be created from stainless steel with wings beautified with patterning on the stainless. Toward the top of the sculpture, and out of reach of inquisitive hands, will be stainless steel butterflies with 'windows' of colored kiln-formed glass in them allowing color and light to dance playfully through them and at times projecting rainbows onto onlookers below. As the last butterflies at the top of this 15 foot tall sculpture appear to fly towards the building, they will invite people indoors to witness the metamorphosis that butterflies go through, as they evolve into all-glass creatures fluttering above those visiting the Farmer's Market.

Installation would require a cast concrete footing provided by the township per my specifications and cables suspended from the inside ceiling to receive the indoor all-glass butterflies, each about 18" wide. Maintenance for the interior glass butterflies requires the same regimen as called for in maintaining your light fixtures. The outdoor sculpture receives a regular cleaning from the rain. It requires no special treatment throughout the winter months.

Please feel free to contact me as you deliberate should you have any questions. I am out of town for the entire month of May first at the International Flower and Garden Festival at Disney's Epcot Center and then at the Minnesota Landscape Arboretum to install a single-artist exhibit of 32 sculptures that will remain there through the middle of September. I will return to Lansing during the first week of June. You may reach me through the gallery at any time.

Thank you again for your consideration and time. I look forward to hearing from you.
Sincerely, Craig Mitchell Smith



CRAIG MITCHELL SMITH

Glass

Extraordinary Glass

Dear Ad-Hoc Art Committee,

Thank you for the opportunity to introduce myself and my work to you. My name is Craig Mitchell Smith, a glass artist in Lansing, Michigan.

I now have exhibits on a national level in galleries, gardens and gift shops throughout the United States. My gallery and studio are located in the historic art district of Lansing known as Old Town.

I work in the medium of kiln-formed glass, which allows me to create glass as delicately thin or durably thick as needed for each space, location and purpose. Frequently, I combine metal work of iron or stainless steel to further enhance and enlarge my art for both indoor and outdoor use. In 2013, I created, transported and installed 32 outdoor sculptures for the Norfolk Botanic Gardens in Norfolk, Virginia, which were on display from May through August of 2013. Three of those sculptures were in excess of 12 feet in height. Hundreds of thousands visited the venue over the three months with no damage to the art or injury to patrons. My numerous outdoor exhibits and installations also include a winter garden exhibit at Dow Gardens in Midland, Michigan in which my pieces were subjected to

extreme cold, ice and snow, in the winter of 2009-2010. Last year, at Disney's Epcot Center, over a million people circulated around my glass poppies which were displayed as part of the International Flower and Garden Festival in 2013. Currently, my work is on display through mid-May, 2014 at the entrance of Epcot in the water gardens and in the Butterfly House.

Upon leaving Epcot in May 2014, my staff and I will converge at Minnesota Landscape Arboretum where we will install 32 sculptures that will remain there through mid September 2014.

I have also been a paid speaker at Disney's Epcot Center, among other venues, and love to share my vision with people. I especially enjoy speaking to students about careers in the Arts and Sciences.

Thank you for your consideration of my work. I am hopeful that we can work in collaboration to bring the magic of glass to your venue in the future.

Sincerely,

A handwritten signature in black ink, appearing to read "Craig Mitchell Smith". The signature is fluid and cursive, with a long, sweeping underline that extends to the left and then curves back under the main text.

Craig Mitchell Smith

CRAIG MITCHELL SMITH

glass

CRAIG MITCHELL SMITH

1220 N WASHINGTON AVE

LANSING MI 48906

517-349-1345

CRAIGSMITHGLASS@ATT.NET

**"CRAIG BOASTS EVER-CHANGING THEMES IN GLASS THAT AWE AND INSPIRE EACH VISITOR.
CRAIG'S ART IS A GIFT TO MICHIGAN AND THE WORLD."**

-FORMER MI GOVERNOR JENNIFER GRANHOLM

GRANTS/AWARDS

2012

ARTPRIZE, GRAND RAPIDS MI - TOP 50 (ENTRY PURCHASED BY LAKE CITY, SC)

2009

ARTS COUNCIL OF GREATER LANSING INDIVIDUAL ARTIST GRANT

MICHIGAN COUNCIL FOR ARTS AND CULTURAL AFFAIRS (MCACA) IN COLLABORATION
WITH THE LANSING ART GALLERY

MOTT FOUNDATION GRANT

EXHIBITIONS

2014

INTERNATIONAL FLOWER AND GARDEN FESTIVAL, EPCOT CENTER, DISNEY WORLD,
ORLANDO FL – SCULPTURES IN THE BUTTERFLY HOUSE AND ENTRANCE WATER
FEATURE - MARCH 5 – MAY 18

MINNESOTA LANDSCAPE ARBORETUM, CHASKA MN – SINGLE ARTIST EXHIBIT OF 32
SCULPTURES - MAY 31 – SEPTEMBER 10

2013

INTERNATIONAL FLOWER AND GARDEN FESTIVAL, EPCOT CENTER, DISNEY WORLD,
ORLANDO FL – GLASS POPPY INSTALLATION - MARCH 6 – MAY 19

NORFOLK BOTANICAL GARDENS 75TH ANNIVERSARY CELEBRATION, NORFOLK VA
SINGLE ARTIST EXHIBIT OF 32 SCULPTURES - MAY 1 – AUGUST 23

ORLANDO INTERNATIONAL AIRPORT, ORLANDO FL– "REMEMBRANCE POPPIES"
MAY 2013 – MARCH 2014

2012

MARRIOTT HOTEL LOBBY, EAST LANSING MI

2011

DOW GARDENS, MIDLAND MI - SPRING GARDEN SHOW

2010

MICHIGAN STATE UNIVERSITY HORTICULTURAL GARDENS, EAST LANSING MI

DETROIT INSTITUTE OF ARTS, DETROIT MI - GOVERNOR'S ARTS AWARDS CEREMONY

2009

COOLEY GARDENS, LANSING MI

DOW GARDENS, MIDLAND MI, WINTER GARDEN SHOW 2009-10

KRASL ART CENTER, ST. JOSEPH MI

PUBLIC COMMISSIONS/INSTALLATIONS

ALIVE HOSPITAL, CHARLOTTE MI – ENTRYWAY SCULPTURE AND WATER FEATURE

RIVERWALK THEATRE, LANSING MI – LOBBY CHANDELIER, WALL SCONCES

UNIVERSITY CLUB, EAST LANSING MI – MINGLE RESTAURANT LOGO

AND WALL INSTALLATION

SIMPLIFIED TAX, LANSING MI - LOBBY SCULPTURE
URGENT CARE, LANSING MI – WALL INSTALLATION
SPARROW FOUNDATION – WALL INSTALLATION
SPARROW WOMEN’S HOSPITAL – ROOM DIVIDER “CALM WATERS”
NORFOLK BOTANICAL GARDEN – PERMANENT GARDEN SCULPTURE “REFLECTIONS”
MINNESOTA LANDSCAPE ARBORETUM – 6 FT. DIAMETER TREE TOPPER “STAR OF MINNESOTA”

GALLERY REPRESENTATION

BOHEMIAN GALLERY – ORLANDO FL, 2012 – CURRENT
NORFOLK BOTANICAL GARDENS GIFT SHOP, NORFOLK VA, 2012 – CURRENT
ROUND LAKE GALLERY, CHARLEVOIX MI, 2013
GALLERY PROJECT, ANN ARBOR MI, 2009
LANSING ART GALLERY, LANSING MI, 2008
POTTER CENTER, JACKSON MI, 2008
BANYON GALLERY, LANSING MI, 2007
SCENE METROSPACE GALLERY, EAST LANSING MI, 2007

SPECIAL PROJECTS

PAID SPEAKER, DISNEY ART IN THE GARDEN WEEKEND “ACCIDENTAL ARTIST”
SPEAKER, MCDONALD MIDDLE SCHOOL, EAST LANSING MI, “THE SCIENCE OF GLASS”
ARTS COUNCIL OF GREATER LANSING HOLIDAY GLITTER AWARDS
CREATED PRESENTATION AWARDS
ELI BROAD ART MUSEUM, EAST LANSING MI – PRIVATE EVENT SCULPTURE
DELPHI GLASS, LANSING, MI - CUSTOM MOLDS DESIGN, CATALOG COVER FEATURE
FORMER MICHIGAN GOVERNOR GRANHOLM, COOL CITIES INITIATIVE
CREATED PRESENTATION AWARDS
LANSING AREA AIDS NETWORK - CREATED PRESENTATION AWARDS
NATIONAL CHRISTMAS TREE, WASHINGTON D.C.
DESIGNED AND CREATED MICHIGAN’S ORNAMENT FOR 2010
SPARROW FOUNDER’S DAY - CREATED PRESENTATION AWARDS – 2013-PRESENT
WOMEN’S LAWYER ASSOCIATION OF MICHIGAN – CREATED PRESENTATION AWARDS
2013-PRESENT
MICHIGAN RECYCLING COALITION – CREATED PRESENTATION AWARDS 2013-PRESENT
ORLANDO AIRPORT AUTHORITY – CREATED PRESENTATION AWARD 2013-PRESENT

MEDIA

YOU TUBE CHANNEL
WKAR TV
WLNS TV
TV CHANNEL 7 – DETROIT
WLMI RADIO TIM BARRON MORNING SHOW
EVAN MICHAEL SHOW
USA TODAY
MADE IN AMERICA, MARTHA STEWART 2013 NOMINEE
HGTV 2006 FEATURED HOME, GARDEN AND GLASSWORK

TEACHING

CRAIG MITCHELL SMITH GLASS GALLERY, 2011-CURRENT
HOUSTON HOT GLASS, 2012 –CURRENT
DELPHI GLASS, 2010
LANSING ART GALLERY, MCACA GRANT WITH GLASS MAKING SEMINAR



CRAIG MITCHELL SMITH

Glass

1220 N Washington Avenue
Lansing, MI 48906 | 517.349.1345



CRAIG MITCHELL SMITH

Glass

*Craig Mitchell Smith...
Changing
the way we
think about glass.*

CRAIG MITCHELL SMITH GLASS, INC.

Let Craig show you how he can work with you on:

- Large Scale Botanical Garden and Arboretum Exhibits
- Year Round All-Weather Exterior Installations
- Water Feature Sculptures
- Lobby and Public Area Art Installations
- Home and Business Interior Design
- Lighting Design and Consultation
- Commissions Large or Small
- Teaching and Speaking Engagements
- Unique Presentation Awards

"Craig boasts ever-changing themes in glass that awe and inspire each visitor. Craig's art is a gift to Michigan and to the world." *—Former MI Governor Jennifer Granholm*

"Craig's revolutionary techniques in kiln formed glass have inspired the statements of experts in the field as one of the most innovative glass artists in America today. Craig has received national recognition for his glass sculptures and is booked nationally for his solo gallery and public garden exhibits. Craig is the most innovative kiln glass artist in America today."

—Dan Daniels, President Delphi Glass Corporation



Located in Lansing's
Old Town Art District at:
1220 N Washington Ave.
Lansing, MI 48906



517-349-1345



Original
P · H · O · T · O · B · Y

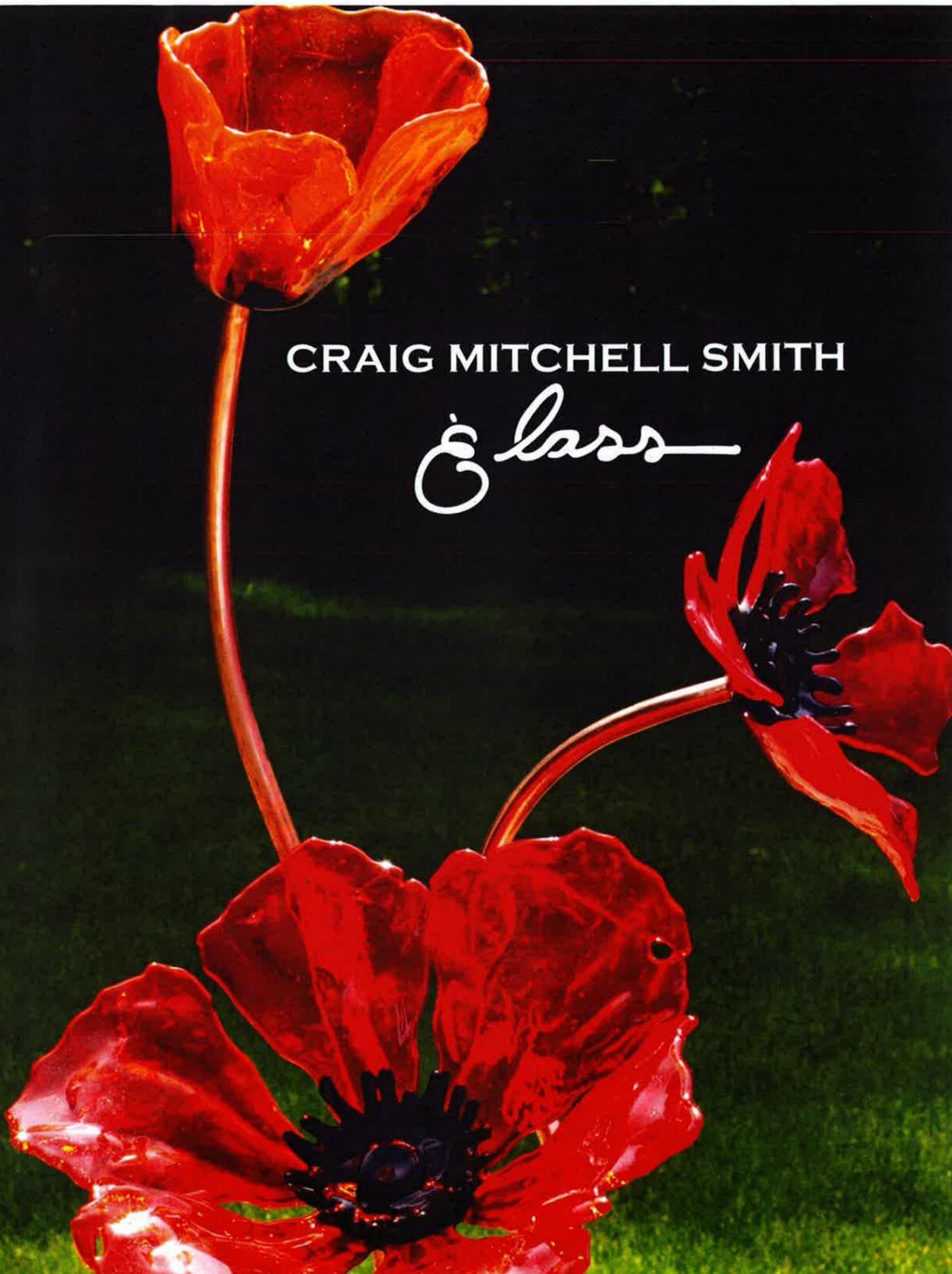
Sandy Anderson

"LEAF ON POST"

CRAIG MITCHELL SMITH GLASS

413LWV-BK

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CRAIG MITCHELL SMITH

Glass



CRAIG MITCHELL SMITH

Glass

Craig Mitchell Glass Gallery



Craig Mitchell Smith Glass
1220 N Washington Ave
Lansing MI 48906

Creating Fine Art and Touching the World.

Craig Mitchell Smith is a nationally recognized kiln form glass artist. Engineering his own revolutionary technique and firing programs, his artwork encompasses the brilliance of a physicist and the talent of an innovative artist. His entrepreneurship and leadership skills coupled with his remarkable ability to create such inspirational beauty with glass, has caught the attention of millions. The garden displays by Craig Mitchell Smith optimize the participation in public spaces by creating experiences that are engaging and unexpected yet beautifully integrated and naturalistic.

“Craig’s glass art is taking the world by storm. His vastness, vision, and ability to stretch the boundaries of glass in the form of art is like none other that I’ve seen in one artist.”

--- Dan Daniels, President of Delphi Glass

above: *The Wisteria*, 2011 CMS
below: *Venus Rising*, 2010 CMS



Professional Experience from Concept to Presentation

Throughout his life, Craig has embraced the arts both personally and professionally. For over 20 years he freelanced throughout the gamut of the design world, delving into a wide variety of artistic practices. From interior and landscape design, theatrical set design, mural painting, to his own flower shop in Portland Oregon. It was the culmination of these life experiences that paved his way to glass artistry now owning the most successful single artist gallery in the State of Michigan and exhibiting throughout the United States.

Craig Mitchell Smith

Highlights and Pinnacles

Craig's career as a glass artist has been a whirlwind of innovation, exhilaration and success. Craig has developed a new technique with glass far surpassing the boundaries of the medium. His technique emulates a painter's brush strokes on canvas, but using thousands of glass pieces. Through firing, reshaping and creating custom slumping molds for every glass component, Craig conceives a truly unique piece each time he is inspired. Because of this, Craig Mitchell Smith presents the arts in an unparalleled setting that brings pleasure and inspires the imaginations of his viewers.

"As the largest single artist gallery in the state of Michigan, Craig boasts ever-changing themes in glass that awe and inspire each visitor - Craig's art is a gift to Michigan and to the world"
-- Frm. Governor Jennifer Granholm

- HGTV featured Craig Mitchell Smith and his story in 2006

- Exhibited at the Krasl Art Center in New Buffalo along side of Robert Rauschenberg, Basquiat, and Andy Warhol

- Governor's Art Award 2008 as the Featured Artist, granted at the Detroit Institute of the Arts

- Featured in the Arts Showcase Magazine, Interior Design Magazine, com and Midwest Living

- Designed and created Cool Cities Summit Recipient Awards for the former Governor of Michigan Jennifer Granholm



Making a Splash, Glass, Stainless Steel, and Copper. 2010 CMS



(above)
An Early Fall, Copper and glass. 2011 CMS

(below)
Applause, Stainless steel and glass. 2011 CMS



- The largest single gallery owner in the State of Michigan in 2010-present
- Major solo exhibition at Michigan's historic Dow Botanical Gardens in 2010-2011

- Solo artist exhibition at Michigan State University's Botanical Gardens in 2010

- Appointed as the artist responsible for creating the National Christmas Tree Ornament for the White House, representing the state of Michigan in 2010

- CMS custom glass sculptures are held in many prestigious collections and public spaces such as hospitals, hotels, universities as well as public gardens throughout the mid-west United States.

- Began a partnership with Delphi Glass as a signature Artist for creating the Craig Mitchell Smith brand in glass molds

- In 2012 Craig was invited back to the White House for a briefing of Michigan business leaders.



Big Fish (1 out of 2), Stainless steel and glass 2010 CMS

Mirroring Nature

Craig takes his inspiration from nature, and his inspiration is endless. Nature is a driving force in his life; it permeates his existence and begs to be reflected in his work. Nature is Craig's symphony and he creates his artworks to sing in tandem.

below: Sunflower, Glass and Copper. 2010 CMS

bottom right: Wave crest, Glass and Stainless Steel. 2010 CMS



In the Garden

The art work of Craig Mitchell Smith exhibiting in Gardens and Galleries, is known to dramatically increase sales and attendance. Craig's work beckons the community to explore the gardens they thought they knew, finding dazzling surprises along familiar paths. Craig's art and reputation excite gardeners and art lovers alike, drawing them together in America's finest gardens.

"Craig's Art in the garden attracted a record number of visitors. His sculptures are truly a vision to behold. Craig skillfully and beautifully integrated outstanding sculptures of art into the natural settings of the gardens"

--- Marty McGuire,
Managing Director of The Dow Gardens

*(above and below)
Making A Wish, Glass and
Stainless Steel. 2011-12 CMS*



DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: May 28, 2014

RE: Resolution No. 2014-007 – Application for Industrial Facilities Tax (IFT) Exemption – Orchid Orthopedic Solutions, LLC

Enclosed for your review and consideration is Resolution No. 2014-007 which would approve the Application for Industrial Facilities Tax (IFT) Exemption for Orchid Orthopedic Solutions, LLC for their building located at 1489 Cedar Street. This application is for \$5,500,000 in new personal property.

A public hearing has been scheduled for June 3, 2014 at 7:45 p.m. and a Notice of Hearing was mailed certified to all legislative bodies of each taxing unit that levies ad valorem property taxes within Delhi Township and gives them the opportunity for comments on the application during the public hearing.

Therefore, subsequent to the public hearing, I recommend the Board approve the IFT application for Orchid Orthopedic Solutions, LLC.

Recommended Motion:

To adopt Resolution No. 2014-007 which approves the Application for Industrial Facilities Tax (IFT) Abatement Certificate for Orchid Orthopedic Solutions, LLC.



MEMORANDUM

TO: John B. Elsinga, Township Manager
Board of Trustees

FROM: Tracy L.C. Miller, Director of Community Development

DATE: Wednesday, May 28, 2014

RE: Orchid Orthopedic Solutions, LLC – Application for Tax Abatement (PA 198)

Orchid Orthopedic Solutions, LLC is located on Cedar Street and has several buildings from which they conduct operations. The company's headquarters is located at 1489 Cedar Street. Orchid manufactures medical devices such as orthopedic implants. The company does business all over the world and maintains several other facilities throughout the state. More about the company and its operations can be found on their website at the www.orchid-orthopedics.com and in the attached brochure. I would encourage you to visit the website and learn more about this interesting and unique company.

Orchid has requested tax abatement pursuant to Public Act 198 of 1974. As detailed in their application, they plan to acquire a significant amount of manufacturing equipment and other personal property in the next two years. The total investment is estimated at \$5.5 Million. As you are aware, 198 Abatement provides approximately 50% tax abatement on the new personal property for a period of 12 years after construction. The Township, other taxing jurisdictions and the DDA, will continue to collect the un-abated portion of the newly generated tax revenue. The abatement for Orchid is expected to represent an incentive of approximately \$849,265 to the company over the 12 year time period and will help them to make the required investment. The company also expects to add 26 new positions as a result of this investment.

The required public hearing for this application has been scheduled for the June 3rd Board meeting. After the hearing, I would recommend that the Board take action to approve the application. Assuming that occurs, I will finalize the required paperwork, including the required Abatement Agreement, and submit it to the State of Michigan for their final approval. As always, if you have any questions or need additional information, please don't hesitate to ask. Thank you!

DELHI CHARTER TOWNSHIP

RESOLUTION NO. 2014-007

A Resolution to Approve the Application of Orchid Orthopedic Solutions, LLC for Industrial Facilities Exemption Certificate.

At a Regular Meeting of the Township Board of Trustees, of the Charter Township of Delhi, Ingham County, Michigan, held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Tuesday, the 3rd day of June, 2014, at 7:30 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by_____.

WHEREAS, pursuant to 1974 PA 198, as amended, the Township Board created an Industrial Development District (the "Industrial Development District"), with boundaries as outlined in Exhibit A of Resolution No. 2005-019 which includes the property at 1489 Cedar Street, Holt, MI 48842; and

WHEREAS, the Township Clerk received an Application (the "Application") for an Industrial Facilities Exemption Certificate from Orchid Orthopedic Solutions, LLC (the "Applicant") on May 1, 2014 with respect to personal property improvements described in the Application (the "Facility") to be acquired and installed within the Industrial Development District; and

WHEREAS, before acting on the Application, the Township Board held a hearing on June 3, 2014 at the Community Services Center, at 7:45 p.m., for which hearing the Applicant, the Township Assessor, the public and a representative of each of the affected taxing units were given written notice, and at which hearing were afforded an opportunity to be heard on the Application; and

WHEREAS, acquisition and installation of the Facility is anticipated to have the reasonable likelihood to retain, create or prevent the loss of employment in Delhi Charter Township; and

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem taxes within Delhi Charter Township, after granting this exemption, will exceed 5% of an amount equal to the sum of the SEV of Delhi Charter Township, plus the SEV of personal and real property thus exempted.

NOW, THEREFORE, BE IT RESOLVED;

1. The Township Board finds and determines that:

a. The granting of the Application under Public Act 198 of 1974, as amended, together with the aggregate amount of Industrial

Facilities Tax Exemption Certificates previously granted and currently in force under Act No. 198 of the Public Acts of 1974 and Act No. 255 of the Public Acts of 1978, shall not have the effect of substantially impeding the operation of Delhi Charter Township, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in Delhi Charter Township.

2. The Application for Industrial Facilities Tax Exemption for Facilities to be acquired and installed on the parcel of real property described in the Application and situated within the Industrial Development District is hereby approved.
3. The Industrial Facilities Tax Exemption granted pursuant to PA 198 of 1974, as amended, shall be for a period of twelve (12) years, plus up to two (2) years construction/acquisition.
4. Subject to the condition that any written agreements, assurances, and representations otherwise made by the Applicant to Delhi Charter Township concerning the Facility and the taxation thereof are not thereby superseded, the Township Clerk is hereby authorized to execute agreements and such other certificates, instruments, and papers necessary or convenient to effectuate the Industrial Facilities Tax Exemption, including enabling the Applicant to correct inadvertent errors in the Application prior to its submission to the State of Michigan.

AYES:

ABSENT:

The foregoing Resolution declared adopted on the date written above.

Evan Hope, Township Clerk

**STATE OF MICHIGAN }
 }ss
COUNTY OF INGHAM }**

I, the undersigned, the duly qualified Clerk of the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on the 3rd day of June, 2014.

IN WITNESS THEREOF, I have hereunto affixed my official signature this ____
day of June, 2014.

Evan Hope, Township Clerk



Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of P.A. 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-3272.

To be completed by Clerk of Local Government Unit	
Signature of Clerk 	Date received by Local Unit 5-1-14
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) Orchid Orthopedic Solutions, LLC		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (Four Digit Code) 3841	
1c. Address of Facility (real property or personal property location) 1489 Cedar Street		1d. Name of City/Township/Village (Indicate which) Holt	1e. County Ingham
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Transfer (1 copy to only) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(1)) <input type="checkbox"/> Research and Development (Sec. 2(9))		3a. School District where facility is located Holt	3b. School Code 33070
		4. Amount of years requested for exemption (1-12 Years) 12	
5. Thoroughly describe the project for which exemption is sought: Real Property (Type of Improvements to Land, Building, Size of Addition); Personal Property (Explain New, Used, Transferred from Out-of-State, etc.) and Proposed Use of Facility. (Please attach additional page(s) if more room is needed). <p style="text-align: center;">Purchase of Equipment and Improvements of Existing Equipment in order to increase production volumes to meet customer demands and reduce production costs. Original equipment was purchased when running 1 to 2 shifts per day 5 days a week. We are currently running 3 shifts a day with most weekends, and putting significant wear and tear on the machines.</p>			
6a. Cost of land and building improvements (excluding cost of land) _____		\$0.00	
* Attach list of improvements and associated costs.		Real Property Costs	
* Also attach a copy of building permit if project has already begun.		\$5,500,000.00	
6b. Cost of machinery, equipment, furniture and fixtures _____		Personal Property Costs	
* Attach itemized listing with month, day and year of beginning of installation plus total costs		\$5,500,000.00	
6c. Total Project Costs _____		Total of Real & Personal Costs	
7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.			
	<u>Begin Date (M/D/Y)</u>	<u>End Date (M/D/Y)</u>	
Real Property Improvements	_____	_____	<input type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements	11/1/13	12/31/15	<input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
9. Number of existing jobs at this facility that will be retained as a result of this project. 243		10. Number of new jobs at this facility expected to be created within two years of project completion. 26	
11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of valuation for the entire plant rehabilitation district. The SEV data below must be as of December 31 of the year prior to the rehabilitation.			
a. SEV of Real Property (excluding land) _____		_____	
b. SEV of Personal Property (excluding inventory) _____		_____	
c. Total SEV _____		_____	
12a. Check the type of District the facility is located in: <input checked="" type="checkbox"/> Industrial Development District <input type="checkbox"/> Plant Rehabilitation District			
12b. Date district was established by local government unit (contact local unit) 7/19/05		12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Keith Wasilenski	13b. Phone Number (517) 694-2300	13c. Fax Number (517) 694-2340	13d. E-mail Address keith.wasilenski@orchid-ortho.
14a. Name of Contact Person Keith Wasilenski	14b. Phone Number (517) 694-2300	14c. Fax Number (517) 694-2340	14d. E-mail Address keith.wasilenski@orchid-ortho.
15a. Name of Company Officer (No Authorized Agents) Robert Tate - CFO			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number (517) 694-2340	15d. Date
15e. Mailing Address (Street, City, State, ZIP) 1489 Cedar Street, Holt, MI 48842		15f. Phone Number (517) 694-2300	15g. E-mail Address robert.tate@orchid-ortho.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Years (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
17. Name of Local Government Body	18. Date of Resolution Approving/Denying this Application

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk 	19b. Name of Clerk Evan Hope	19c. E-mail Address Evan.Hope@delbitownship.com
19d. Clerk's Mailing Address (Street, City, State, ZIP Code) 2074 Aurelius Rd, Holt, MI 48842		
19e. Phone Number (517) 694-8281	19f. Fax Number (517) 694-1289	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, MI 48909-7971**

STC USE ONLY			
LUCI Code	Begin Date	End Date	End Date2

Description	GL Asset Class	In-Service Date	Purchase Price	Location
Dell 3010 Desktop w/ 2nd monitor	CompEquip	11/1/13	981.93	A
Dell 3010 Desktop w/ 2nd monitor	CompEquip	11/1/13	981.93	A
Dell 3010 Desktop w/ 2nd monitor	CompEquip	11/1/13	981.93	A
E54230 Dell Precision Laptop	CompEquip	11/7/13	1,088.78	A
Mandrell Block Base	Mach&Equip	11/22/13	1,745.35	C
(5)Dell 3010 desktop W printers	CompEquip	11/22/13	4,357.71	A
Surface Overlay	Mach&Equip	11/25/13	3,315.75	A
M4700 Dell Precision Laptop	CompEquip	11/26/13	2,440.12	A
6x8x6-117	Tooling	11/1/13	63,180.00	A
6x8x10-82	Tooling	11/1/13	64,370.00	A
4x8x18-4	Tooling	11/1/13	4,757.60	A
Mandrel	Tooling	11/1/13	3,776.00	A
INPROCESS RAW Asset #4663	Tooling	11/1/13	344,752.20	A
6x8x6	Tooling	12/1/13	51,300.00	A
6x8x10	Tooling	12/1/13	7,850.00	A
BCS Mandrel sz 4,5,6	Tooling	12/1/13	7,827.36	A
Zeiss CMM	Mach&Equip	3/15/14	171,708.00	A
Machinery Rebuild	Mach&Equip	6/1/14	300,000.00	A/B/C
Tooling	Tooling	7/1/14	300,000.00	A
Hydraulic Holding Fixtures	Mach&Equip	9/1/14	37,500.00	
(2) 4 Axis Mills	Mach&Equip	10/1/14	125,000.00	
Retrofit 750T Hyd. Press	Mach&Equip	5/1/14	30,000.00	
Building C Compressor	Mach&Equip	4/1/14	12,000.00	C
Haas Mill	Mach&Equip	4/1/14	100,000.00	
Haas Mill	Mach&Equip	5/1/14	100,000.00	
Server replacements	CompEquip	5/1/14	12,000.00	B
Notebooks (2)	CompEquip	5/1/14	3,000.00	
Desktop computer	CompEquip	4/1/14	1,000.00	
Disk space for servers	CompEquip	3/1/14	8,000.00	B
Server replacement	CompEquip	8/1/14	12,000.00	B
Notebooks (2)	CompEquip	8/1/14	3,000.00	
Notebooks (2)	CompEquip	11/1/14	3,000.00	
Desktop Computer	CompEquip	6/1/14	1,000.00	
Building A Power Upgrade	Facilities	5/1/14	15,000.00	A
Die Blocks	Tooling	1/1/14	93,600.00	
Die Blocks	Tooling	2/1/14	93,600.00	
Die Blocks	Tooling	3/1/14	93,600.00	
Die Blocks	Tooling	4/1/14	93,600.00	
Die Blocks	Tooling	5/1/14	93,600.00	
Die Blocks	Tooling	6/1/14	93,600.00	
Die Blocks	Tooling	7/1/14	93,600.00	
Die Blocks	Tooling	8/1/14	93,600.00	
Die Blocks	Tooling	9/1/14	93,600.00	
Die Blocks	Tooling	10/1/14	93,600.00	
Die Blocks	Tooling	11/1/14	93,600.00	
Die Blocks	Tooling	12/1/14	93,600.00	
Press Load Monitor	Mach&Equip	8/1/14	12,000.00	
CMM Room Bldg C	Mach&Equip	5/1/14	35,000.00	C

Description	GL Asset Class	In-Service Date	Purchase Price	Location
Computers Update CAD computer	CompEquip	1/1/15	16,000.00	
Forge Press Maintenance/Updates	Mach&Equip	3/1/15	175,000.00	
Goff Blaster (Capacity)	Mach&Equip	4/1/15	50,000.00	
Hard Mill - Mako (Lead time / Capacity)	Mach&Equip	5/1/15	210,000.00	
Billet heating controls	Mach&Equip	4/1/15	20,000.00	
Staging Carts for Building C	Mach&Equip	7/1/15	3,000.00	C
Laser Mark	Mach&Equip	8/1/15	4,000.00	
Passivate	Mach&Equip	6/1/15	60,000.00	
Move NDT to Building C	Mach&Equip	3/1/15	125,000.00	C
Rebuild Die Sets	Tooling	10/1/15	60,000.00	
Lube Spray Improvements	Mach&Equip	2/1/15	15,000.00	
CMM Zeiss Contura	Mach&Equip	10/1/15	175,000.00	
Scrubber	Mach&Equip	3/1/15	20,000.00	
New Ventilation System A/B/C	Facilities	12/1/15	300,000.00	ALL
Die Handling Device	Mach&Equip	8/1/15	32,000.00	
Die Blocks	Tooling	1/1/15	93,600.00	
Die Blocks	Tooling	2/1/15	93,600.00	
Die Blocks	Tooling	3/1/15	93,600.00	
Die Blocks	Tooling	4/1/15	93,600.00	
Die Blocks	Tooling	5/1/15	93,600.00	
Die Blocks	Tooling	6/1/15	93,600.00	
Die Blocks	Tooling	7/1/15	93,600.00	
Die Blocks	Tooling	8/1/15	93,600.00	
Die Blocks	Tooling	9/1/15	93,600.00	
Die Blocks	Tooling	10/1/15	93,600.00	
Die Blocks	Tooling	11/1/15	93,600.00	
Die Blocks	Tooling	12/1/15	93,600.00	
Computer Equipment	CompEquip	Various	145,000.00	
Total			5,501,314.66	

2,968,115 by 12/31/14
2,533,200 by 12/31/15



CASTING

- Decades of casting experience at each site
- More implant castings produced than any other manufacturer
- World-class delivery and lead times
- A quality record that is second to none
- Design for manufacture guidance
- Net shape geometry
- Rapid prototyping
- Single source design, regulatory, manufacturing, packaging, sterilization and supply chain coordination



- Laser marking
- Passivation – nitric or citric

ABOUT ORCHID

Orchid Orthopedic Solutions is a worldwide leader of medical device outsourcing services, providing expertise to partners in more than 20 countries through a complete offering that ranges from design and development to finished goods manufacturing. Our mission is to be the market leader and our customers' strategic partner by providing reliable results, developing new technologies and creating the best total supply chain value in the industry.



FORGING SPECIALISTS

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Fax: +1 (503) 650-2749

FORGING AND CASTING SPECIALISTS

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Old Colliery Way
Sheffield, S20 1DJ England
Phone: +44 (0) 114 2942300
Fax: +44 (0) 114 2942301



FORGING

- Decades of forging experience
- Design and prototyping expertise
- Advanced forging, machining and polishing
- Lean manufacturing
- Reduced lead times
- A quality record second to none
- Design for manufacture guidance

Forging and Casting

Net and Near-net Forging and Finishing • Investment Casting and Finishing



Orchid facilities are driven by lean philosophies, and offer SMI/VMI programs to spread the lean principle across the total supply chain.

FINISHING CAPABILITIES

- Machining and grinding
- Polishing



NET AND NEAR-NET FORGING AND FINISHING

A world leader in the net and near-net forging of exotic alloys for the orthopedic implant industry, Orchid specializes in products made from titanium, CoCr, stainless steel and zirconium. Our forging processes result in precisely crafted products that are exceptionally strong and durable, requiring little or no machining or finishing. This provides you with significant cost savings. In addition, our advanced technical capabilities and highly skilled workforce allow us to serve as a comprehensive, "one-stop" resource for you, providing total supply chain value and cost-effective forging solutions.

Forging Applications

- Femoral and tibia components
- Acetabular cups
- Hip stems
- Bone plates
- Forged blanks



Forging Value Proposition

Working with Orchid creates the following customer advantages:

- Reduced machine time
- Reduced material input weight
- Enhanced physical properties
- Overall cost savings
- Reduced lead times

AIR/VACUUM INVESTMENT CASTING AND FINISHING

Orchid's current casting capabilities include both air and vacuum investment casting along with complete product finishing. Both CoCr and stainless steel alloys are cast at two Orchid facilities in Oregon City, Oregon, U.S. and Sheffield, England, U.K. Robotic wax assembly and shelling systems, digital X-ray, dedicated manufacturing teams and a highly skilled workforce create quality castings that meet or exceed design specs.

Casting Applications

- Knee femoral and tibia components
- Acetabular cups
- Hip femoral stems
- Hip resurfacing
- Ankle, shoulder and elbow implants
- Instruments



WANT TO KNOW MORE?

For further information on Orchid's forging, casting and finishing capabilities contact: sales@orchid-ortho.com

Casting Value Proposition

Working with Orchid creates the following customer advantages:

- Controlled certified alloy
- Design flexibility
- Controlled grain and carbide structures
- Innovative tool designs
- Reverse engineering capabilities
- Flexibility for tool modifications
- Cast in threads for augments



CAPABILITIES COMMON TO FORGING AND CASTING

Design for Manufacturability/Assembly

A design process that optimizes all the manufacturing and assembly processes, from die creation (forging), wax tool creation (casting), production, testing and procurement to shipping and delivery. As practiced at Orchid, the process assures the best cost, quality, compliance, safety and time-to-market, as well as the highest level of customer satisfaction.

Complete Prototyping Capability

Whether for products or tooling, Orchid facilities offer the following:

- Computer-aided engineering
- Die design, creation and forging simulation software
- Direct Metal Laser Sintering (DMLS)
- Quality and regulatory compliance
- Complete traceability/certification
- Shortened lead times
 - Small scale/pilot production
 - Mass customization
- Multi-material 3D printing capability

Quality Accreditations

- ISO 13485:2003
- ISO 14001:2004
- ISO 9001:2008
- OHSAS 18001:2007
- Facilities are registered with the U.S. FDA



Finishing Value Proposition

Working with Orchid creates the following customer advantages:

- Reduced inventory
- Reduced transportation
- Reduced release paperwork
- Rapid feedback loop
 - Only need to design finished implant
 - Reduced receiving, purchasing, shipment
 - Capability-based inspection plans minimize cost

DELHI CHARTER TOWNSHIP**MEMORANDUM**

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: June 3, 2014

RE: Recommendation for the Appointment of Fire Chief

Assistant Fire Chief, Brian Ball, has served as our Interim Fire Chief since the retirement of Richard Royston this past fall. Brian has done an excellent job during this period. At this time, I am recommending Brian to fill the Fire Chief vacancy.

Brian was hired as one of the original twelve full-time firefighter/paramedics in 2003 when the fire department became a full-time department. Brian was promoted to Shift Supervisor in July of 2005 and promoted again to Assistant Chief in May of 2012. His leadership and experience, both internally and externally, for more than a decade has prepared him well for this position.

RECOMMENDED MOTION:

To approve Brian Ball for the position of Delhi Township Fire Chief, at a Pay Grade 12, effective June 3, 2014.