

July 22, 2021  
Baldwin, Michigan 49304

Regular meeting of the Board of County Road Commissioners of the County of Lake was called to order at 9:00 a.m. by Chairman Truxton.

Present - Gary Truxton, LCRC Commissioner  
Richard Haslock, LCRC Commissioner  
Jessica LaPointe, LCRC Finance & HR Manager  
Leroy Williams, LCRC Manager  
Tom Smith, LCRC Road Foreman  
Al Dailey, LCRC Finance Assistant

The following bills were presented and allowed for payment:

|      |                                 |    |            |
|------|---------------------------------|----|------------|
| 7/21 | Payroll Voucher No. 5035 -----  | \$ | 66,853.44  |
| 7/21 | Material Voucher No. 5036 ----- | \$ | 221,056.47 |

#### APPROVAL OF MINUTES:

Motion made by Haslock to approve the July 8, 2021, meeting minutes as read. Supported by Truxton. Yeas- Truxton, Haslock and Runnels. Nays - 0. Motion carried.

#### PUBLIC COMMENT:

Marilyn Burns, Yates Township Supervisor, notified the Board of an ongoing issue on an uncertified road.

#### REPORTS FROM MANAGEMENT:

##### FINANCE & HR MANAGER:

LaPointe presented an amended budget for the second quarter.

Municipal Stability Board met to approve Lake County's CAP annual certification.

Discussed upcoming County Road Association meetings.

Presented a MTF Comparison.

MANAGER:

CRASIF election ballot.

Williams had interview with Denise Donahue this week.

Discussed recent third-party claim made to MCRCSIP.

40<sup>th</sup> Street is complete.

Mac Road has begun.

USFS agreement to upgrade the forest road entering Nugent Lake. Board agrees.

Engineer tech's scanner arrived.

Employee requested to use skid steer implement. Board denied.

ROAD FOREMAN:

MACDOUGALL - ABSENT.

SMITH -

Second application of brine is almost complete.

Chip sealing is going well. Finished 8<sup>th</sup> Street and Hawkins.

Patch crews have been out.

The three new guys are doing well.

EQUIPMENT SUPERINTENDENT:

New blade truck is here.

Leusby suggested ordering 2022's trucks as there is a 9 month build time. Board agrees.

Leusby and Williams looked at a skid paver at Oceana County this week. Leusby suggests purchasing for \$20,000. Board agrees.

Board would like to see earth mover and hydroseeder put up for sale. Will put out for bids.

OLD BUSINESS:

Williams - MDOT denied the sheriff's request for new sign on M-63.

NEW BUSINESS:

Bids accepted for engineered plans for North Creek/24<sup>th</sup> Street/Road/Stream Crossing Design from Spicer Group, GFA and Gosling Czubak. Bids are attached. Motion made by Haslock to table bid until next meeting. Supported by Truxton. Yeas- Truxton and Haslock. Motion carried.

COMMISSIONERS PRIVILEGE:

Truxton - Village of Baldwin is dropping Prein & Newhof since Katie Monroe is leaving.

Haslock - Would like to see some work done at Foreman and 40<sup>th</sup> to help with visibility.

PUBLIC COMMENT:

None.

ADJOURNMENT:

Motion to adjourn made by Haslock. Supported by Truxton. Yeas- Truxton and Haslock. Nays - 0. Motion carried. 10:35 am

*Next Meeting Date: August 12, 2021      Time: 9:00 am*

Respectfully submitted by:



Jessica L. LaPointe

Jessica L. LaPointe - Secretary

Approved by:



Gary A. Truxton

Gary A. Truxton - Chairman



Richard J. Haslock

Richard J. Haslock - Vice Chairman



Joan Runnels

Joan Runnels - Member



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# LAKE COUNTY ROAD COMMISSION

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## Bids For

Engineered Plans for North Creek/24<sup>th</sup> Street Road/Stream  
Crossing Design

Spicer Group \$39,600

GFA - Gourdie - Fraser \$37,600

Gosling Czubak \$42,450

Bid Awarded To: \_\_\_\_\_

## PROPOSAL SHEET

TITLE: REQUEST FOR PROPOSAL:

DUE DATE: 1:00 pm., Friday July 2nd, 2021

Having carefully examined the attached RFP and any other applicable information, the undersigned proposes to furnish all items necessary for and reasonably incidental to the proper completion of this proposal.

The undersigned understands and agrees that they must be licensed to do business as Professional Engineers in the State of Michigan.

The undersigned submits this proposal and agrees to meet or exceed all requirements and specifications listed unless otherwise indicated in writing and attached hereto.

The undersigned understands and agrees, if selected to be awarded this work, to enter into an agreement with Lake County Road Commission to supply this work.

The undersigned understands that CRA and LCRC reserve the right to accept any or all proposals in whole or in part and to waive irregularities in any proposal in the interest of CRA and LCRC. The Proposal will be evaluated and awarded based on best value to CRA and LCRC. Criteria used, but not limited to, will be price, accessories, options, and overall capability to meet the needs of CRA and LCRC.

The undersigned agrees that the proposal may not be withdrawn for a period of 60 days from the actual date of the opening of proposals.

Not to Exceed Project Cost

\$ 37,600

Submitted by:

Tony Kubenski

(Signature)

TONY KUBERSKI CEO

(Name & Title - print)

GRUEDIE-FREEK, INC (GFA)

(Company Name)

123 W FRONT STREET

(Company Address)

231.946.5874

(Telephone Number)

TRAVERSE CITY MI, 49684

(City, State, Zip Code)



Engineering  
Surveying  
Testing &  
Operations

123 West Front Street  
Traverse City, Michigan 49684  
231.946.5874   
231.946.3703 

Lake County Road Commission (LCRC)  
1180 Michigan Street, P.O. Box 790  
Baldwin, MI 49304

Conservation Resource Alliance  
10850 Traverse Highway, Suite 1180  
Traverse City, MI 49684

July 2, 2021

RE: North Cole Creek / 24<sup>th</sup> Street Road / Stream Crossing Design – Request for proposal

To Whom it May Concern,

Gourdie-Fraser, Inc. is pleased to have this opportunity to submit a proposal to provide professional services for the Lake County Road Commission and Conservation Resource Alliance. Choosing a knowledgeable, experienced firm is crucial for success on this project. Gourdie-Fraser, Inc. brings experience to the LCRC and CRA along with a long history of providing exceptional service to our municipal and governmental clients. As you will see in the attached proposal it illustrates our multiple successful municipal / governmental projects that demonstrates our firms' strengths and attention to detail.

Gourdie-Fraser, Inc. has a long history of road infrastructure projects and successful track record working with many agencies including NRCS, EGLE and MDOT. We encourage you to contact our reference list included in this document, as they are the best testament to our knowledge, quality of work, responsiveness, and accessibility. Thank you for your time and consideration of our qualifications.

If you have any questions or desire any additional information please contact me: (231) 946-5874 or [jennifer@gfa.tc](mailto:jennifer@gfa.tc).

Sincerely,



Jennifer Hedges, P.E.

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Not to Exceed Project Cost \$ 39,600.00

Submitted by:

Shane Brennan

(Signature)

Shane Brennan, Project Manager

(Name & Title - print)

Spicer Group

(Company Name)

302 River Street

(Company Address)

231.794.5620

(Telephone Number)

Manistee, MI 49660

(City, State, Zip Code)



ENGINEERS • SURVEYORS • PLANNERS • ARCHITECTS

## NORTH COLE CREEK/24<sup>TH</sup> STREET ROAD/STREAM CROSSING

### ITEMIZED PROJECT COSTS

|  |                           |                          |
|--|---------------------------|--------------------------|
| <i>TASK I – GEOTECHNICAL INVESTIGATION</i> | .....                     | <b>\$7,000.00</b>        |
| <i>TASK II – SITE SURVEY</i>               | .....                     | <b>\$3,800.00</b>        |
| <i>TASK III – PRELIMINARY DESIGN</i>       | .....                     | <b>\$11,000.00</b>       |
| <i>TASK IV – FINAL DESIGN</i>              | .....                     | <b>\$6,500.00</b>        |
| <i>TASK V – CONSTRUCTION COST ESTIMATE</i> | .....                     | <b>\$1,900.00</b>        |
| <i>TASK VI – PERMITTING</i>                | .....                     | <b>\$3,000.00</b>        |
| <i>TASK VII – BIDDING</i>                  | .....                     | <b>\$3,400.00</b>        |
| <i>TASK VIII – PROJECT COORDINATION</i>    | .....                     | <b><u>\$3,000.00</u></b> |
|  | <b>PROJECT TOTAL COST</b> | <b>\$39,600.00</b>       |

### SPICER GROUP HOURLY RATES

Please note that our standard hourly rates do not have a multiplier and are inclusive of reproduction fees, mileage, mailing and other miscellaneous overhead items as well as profit

|                        |            |
|------------------------|------------|
| Senior Project Manager | \$215/hour |
| Project Manager        | \$163/hour |
| Design Engineer        | \$125/hour |
| Project Engineer       | \$145/hour |
| Project Surveyor       | \$170/hour |
| Survey Crew Chief      | \$130/hour |
| Project Assistant      | \$92/hour  |

STRONGER. SAFER. SMARTER. SPICER.

WWW.SPICERGROUP.COM

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Not to Exceed Project Cost \$ 42,650

\*Itemized breakdown and rate sheet submitted separately as required to LCRG

Submitted by:

Robert M. Keeler

Robert Verschaeve, Project Manager

(Signature)

(Name & Title - print)

Gosling Czubak Engineering Sciences, Inc.

1280 Business Park Drive

(Company Name)

(Company Address)

231-946-9191

Traveres City, MI 49686

(Telephone Number)

## ITEMIZED PROJECT COST

### *Project Cost*

#### NOT-TO-EXCEED ITEMIZED COST

|                               |                  |
|-------------------------------|------------------|
| TASK 1 - DESIGN SURVEY        | \$ 8,500         |
| TASK 2 - SOIL BORINGS         | \$ 3,200         |
| TASK 3 - PRELIMINARY PLANS    | \$ 17,800        |
| TASK 4 - FINAL PLANS          | \$ 6,000         |
| TASK 5 - ESTIMATE             | \$ 1,850         |
| TASK 6 - PERMITS              | \$ 1,500         |
| TASK 7 - BID PACKAGE          | \$ 1,950         |
| TASK 8 - MEETING COORDINATION | \$ 1,850         |
| <b>TOTAL</b>                  | <b>\$ 42,650</b> |



## HOURLY RATES

### 2021 Hourly Rate Schedule

| EMPLOYEE TYPE             | HOURLY RATE |
|---------------------------|-------------|
| Project Professional X    | \$ 190.00   |
| Project Professional IX   | \$ 165.00   |
| Project Professional VIII | \$ 150.00   |
| Project Professional VII  | \$ 145.00   |
| Project Professional VI   | \$ 132.00   |
| Project Professional V    | \$ 115.00   |
| Project Professional IV   | \$ 110.00   |
| Project Professional III  | \$ 105.00   |
| Project Professional II   | \$ 95.00    |
| Project Professional I    | \$ 90.00    |
| Staff Professional V      | \$ 120.00   |
| Staff Professional IV     | \$ 100.00   |
| Staff Professional III    | \$ 90.00    |
| Staff Professional II     | \$ 85.00    |
| Staff Professional I      | \$ 80.00    |
| Field Technician VI       | \$ 140.00   |
| Field Technician V        | \$ 75.00    |
| Field Technician IV       | \$ 70.00    |
| Field Technician III      | \$ 66.00    |
| Field Technician II       | \$ 62.00    |
| Field Technician I        | \$ 60.00    |
| Secretarial               | \$ 62.00    |

