

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES REGULAR MEETING**

Tuesday, October 26, 2021
7:00 PM



CALL TO ORDER AT _____ P.M.

A. ROLL CALL: Kurt Heise_____, Mark Clinton_____, Chuck Curmi_____,
Bob Doroshewitz_____, Jerry Vorva_____, Audrey Monaghan_____,
John Stewart_____

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA

Tuesday, October 26, 2021

D. APPROVAL OF CONSENT AGENDA

D.1 Approval of Minutes:

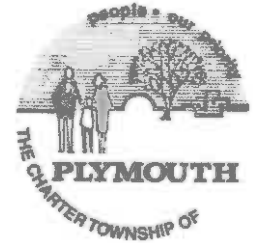
a) Regular Meeting – Tuesday, October 12, 2021

D.2 Approval of Township Bills:

FUND	ACCT	ALREADY PAID	TO BE PAID	TOTAL:
General Fund	101	416,029.40	135,913.80	551,943.20
Drug Forfeiture Federal	262	.00	19,594.20	19,594.20
Drug Forfeiture State	265	.00	.00	.00
Drug Forfeiture				

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IRS	266	.00	.00	.00
Improvement Revolving (Capital)	446	.00	.00	.00
Senior Transportation	588	2,840.85	9,333.39	12,174.24
Water/Sewer Fund	592	394,371.43	198,656.31	593,027.74
Solid Waste Fund	596	2,761.21	114,598.49	117,359.70
Tax Pool	703	4,899.38	485,805.38	490,704.76
Police Bond Fund	710	00	.00	.00
Special Assessment Capital	805	.00	.00	.00
TOTALS:		820,902.27	963,901.57	1,784,803.84

E. PUBLIC COMMENT *(Limited to 3 Minutes)*

F. NEW BUSINESS

1. State Legislative Update, *State Representative Matt Koleszar*
2. County Legislative Update, *County Commissioner Melissa Daub*
3. Annual Economic Development Update, *Economic Development Consultant Gary Heitman and Township Planner Laura Haw*

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4. Authorization to Issue RFB for Solid Waste Collection Services, *Supervisor Kurt Heise and Township Attorney Kevin Bennett*
5. Request to Authorize American Rescue Plan Act Funding for Non-Public Safety Employees, **Resolution # 2021-10-26-68**, *Supervisor Kurt Heise*

G. PUBLIC COMMENT (*Limited to 3 Minutes*)

H. BOARD COMMENTS

I. ADJOURNMENT

PLEASE TAKE NOTE: The Charter Township of Plymouth will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at all Township Meetings, to individuals with disabilities at the Meetings/Hearings upon two weeks' notice to the Charter Township of Plymouth by writing or calling the following: Human Resource Office, 9955 N Haggerty Road, Plymouth, MI 48170. Phone number (734) 354-3202 TDD units: 1-800649-3777 (Michigan Relay Services)

The public is invited and encouraged to attend all meetings of the Board of Trustees of the Charter Township of Plymouth

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES MEETING**

PROPOSED MINUTES
Tuesday, October 12, 2021
7:00 PM



CALL TO ORDER AT 7:00 P.M.

A. ROLL CALL: PRESENT: Kurt Heise, Supervisor
Mark Clinton, Treasurer
Jerry Vorva, Clerk,
Chuck Curmi, Trustee
Bob Doroshewitz, Trustee
John Stewart, Trustee
Audrey Monaghan, Trustee

ALSO PRESENT: Dan Phillips, Fire Chief
Thomas Tiderington, Police Chief
Dan Kudra, Police Lieutenant
Kevin Bennett, Township Attorney
Ginger Moriarty, Director of Finance
Jerome Schrot, Township Engineer
Denisa Terrell, Recording Secretary
4 Members of the Public

B. PLEDGE OF ALLEGIANCE Dan Kudra

C. APPROVAL OF AGENDA

Tuesday, October 12, 2021

Moved by Clerk Vorva and seconded by Trustee Stewart to approve the agenda for the Board of Trustees meeting October 12, 2021.

Ayes all.

D. APPROVAL OF CONSENT AGENDA

D.1 Approval of Minutes:

a) Regular Meeting -Tuesday, September 28, 2021

D.2 Consent Agenda – New Business:

a) Board of Trustees Regular Meeting and Study Session Schedule for 2022, **Resolution # 2021-10-12-66, Clerk Jerry Vorva**

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES MEETING**

Tuesday, September 28, 2021

7:00 PM

PROPOSED MINUTES

D.3 Acceptance of Reports

- Building Department Monthly Report - August 2021
- Fire Department Monthly Report - August 2021
- Planning Department Monthly Report - August 2021
- Police Department Monthly Report - August 2021
- FOIA Monthly Report - Clerk's Office - August 2021
- FOIA Monthly Report - Police Department - August 2021

D.4 Approval of Township Bills:

FUND	ACCT	ALREADY PAID	TO BE PAID	TOTAL:
General Fund	101	513,321.91	115,024.15	634,617.40
Drug Forfeiture Federal	262	.00	43,493.00	43,493.00
Drug Forfeiture State	265	.00	.00	.00
Drug Forfeiture Fund	266	.00	.00	.00
Improvement Revolving (Capital)	446	.00	.00	.00
Senior Transportation	588	3,256.55	.00	3,256.55
Water/Sewer Fund	592	63,993.24	491,524.23	555,517.57
Solid Waste Fund	596	2,841.49	2,394.57	5,236.06
Tax Pool	703	3,564.13	.00	3,564.13
Police Bond Fund	710	1,500.00	.00	1,500.00

**CHARTER TOWNSHIP OF PLYMOUTH
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PROPOSED MINUTES

Special Assessment Capital	805	.00		.00
TOTALS:		594,748.86	663,941.95	1,258,690.81

Moved by Clerk Vorva and seconded by Trustee Monaghan to approve the Consent Agenda for the Board of Trustees meeting of October 12, 2021.

Roll Call Vote

Ayes all.

E. PUBLIC COMMENT (*Limited to 3 Minutes*)

Mr. Knopper request that the Board of Trustees place pressure on DTE to provide information due to the multiple ongoing electricity outages. He shared that he placed a complaint to the Michigan Public Service Commission.

Supervisor Heise shared that his office receives emails and calls. He is actively engaging in addressing community complaints. He shared that he is concerned that short term fixes are not being effective.

Supervisor Heise indicated he has had discussions with the Attorney General's office. He also indicated the public is encouraged to attend a DTE zoom meeting on Friday, October 20, 2012 on reliability issues.

F. NEW BUSINESS

1. Public Hearing on Proposed 2022-23 Budget, Clerk Jerry Vorva

Moved by Clerk Vorva and supported by Trustee Doroshewitz to open the Public Hearing on the proposed Budget 2022-2023 at 7:10 p.m.

Roll Call Vote

All Ayes.

No Comments.

**CHARTER TOWNSHIP OF PLYMOUTH
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7:00 PM

PROPOSED MINUTES

Moved by Supervisor Heise and supported by Clerk Vorva to closed the Public Hearing at 7:11 p.m.

Roll Call Vote

All Ayes.

2. Contract with Advanced Satellite Communications, Inc. for Upgraded Key Scan Access Control System, **Resolution #2021-10-12-67**, *Lieutenant Dan Kudra* presented the update to the advanced satellite communications. The majority of the work will replace the communications software and identified hardware to include an obsolete server. The project was solicited for bids. The overall cost of the project was quoted as \$30,38.47.

Moved by Trustee Stewart ad supported by Trustee Monaghan to approve Resolution # 2021-10-12-67 with the Advanced Satellite Communications, Inc. authorizing the upgrading of the Townships' Key Scan Access Control System for the amount not to exceed \$31,500 from the General Fund Capital Outlay account as outlined in the attached Resolution and authorizing the Township Supervisor to sign all required agreements.

All Ayes.

3. FY 2022 Proprietary Funds (Water & Sewer, Senior Bus, and Solid Waste) Budget Requests, Finance *Director Finance Director Ginger Moriarty and Public Services Director Patrick Fellrath*

- Mrs. Moriarty presented the transportation budget and Covid grant funding, for the Friendship Station.
- She additionally reviewed the Water & Sewage budge and Transmission & Distribution for the Township highlighting funding use, cost of sales, and depreciation & amortization.
- Mr. Fellrath provided information on Residential Cross Connection Control Program and the state mandates. He explained how water back flow can impact drinking water. The Safe Drinking Water Act requires communities to undergo inspections of sprinkler system to determine if a correction device should be installed to prevent water back flow.

4. FY 2022 Component Unit Funds (DDA and Brownfield Authority) Budget Requests, *Finance Director Ginger Moriarty and Supervisor Kurt Heise*

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PROPOSED MINUTES

- Mrs. Moriarty also presented the Downtown Development Authority (DDA) as well as the Brownfields Redevelopment Authority (BRA) 2022 Budget was presented with key points that included use of the balance fund of \$436,200 with a budgeted revenue of \$424,800.
- Supervisor Heise provided an overview of BRA surplus including a \$1 million grant that will result in reimbursements.

5. Future Sidewalk Gap Project Prioritization, *Township Engineer Jeremy Schrot*

Mr. Shrot provided an overview of the Sidewalk Gap Project. He presented visual maps and areas being considered. Expenditures will be around \$200,000 to \$250,000. He expressed 35 miles of sidewalk can be funded through grant programs. He also addressed how Covid funds could be applied to the project.

G. PUBLIC COMMENT (*Limited to 3 Minutes*)

There were no comments.

H. BOARD COMMENTS

- Trustee Curmi shared residents are concerned about the County's accountability on flooding and trees at McClumpha. He also requested a report of how many parcels paid summer taxes residential and commercial.
- Trustee Stewart shared he hears that there is an avalanche of money coming from the state. He looks forward to Gary Heitman, Laura and possible State Representative Kolazar and Commissioner Daub attending the next Board of Trustees meeting. He will have some questions.
- Clerk Vorva thanked Ginger, Carol, Treasurer Clinton, and the Supervisor's office input and work on the budget.
- Supervisor Heise shared the next Board of Trustees meeting will take place on October 26, 2021.

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PROPOSED MINUTES

There will be legislative updates from Representative Kolazar and Commissioner Daub as well as an Economic Development update. There will be a request for premium pay funding for nonemergency employees from the American Recovery Act funding. The RFP for Trash Hauling Services will be presented. RFP for Auditing Services are out and due back on the 22nd of October. The final budget approval will be November 9th. The Board of Trustees may have a study session on December 7, 2021 to do interviews of prospective services.

I. ADJOURNMENT

Moved by Trustee Doroshewitz and supported by Clerk Vorva to adjourn the meeting at 8:57 p.m.

All Ayes

Jerry Vorva, Clerk

BOARD DATE

10/26/2021

FUND NAME	FUND NUMBER	TOTAL INC PAYROLL	PAYROLL & INVOICES PAID		
			PRIOR TO MEETING	INVOICES PAID AFTER BOARD REVIEW	
GENERAL FUND	101	551,943.20	416,029.40	135,913.80	
DRUG FORFEITURE	262	19,594.20	-	19,594.20	
DRUG FORFEITURE	265	-	-		
DRUG FORFEITURE	266	-	-		
IMPROV. REV.	446	-	-		
SENIOR TRANSPORTATION	588	12,174.24	2,840.85	9,333.39	
WATER & SEWER	592	593,027.74	394,371.43	198,656.31	
SWD	596	117,359.70	2,761.21	114,598.49	
TAX POOL	703	490,704.76	4,899.38	485,805.38	
POLICE BOND FUND	710	-	-		
SPECIAL ASSESS CAPITAL	805	-	-		
	TOTAL	1,784,803.84	820,902.27	963,901.57	

GRAND TOTAL 1,784,803.84

BR 10/20/21 1/11

Charter Township of Plymouth AP Invoice Listing - Board Report

VENDOR INFORMATION

INVOICE INFORMATION

AIRGAS USA, LLC		Invoice Amount:	\$408.58
INV # 9982859934 OXYGEN		Check Date:	10/26/2021
101-336-773.000	INV # 9982859934 RENT CYL MED LARGE OX		306.15
101-336-773.000	MED XS OXYGEN		58.50
101-336-773.000	HAZMAT CHARGE		43.93
ALLIE BROTHERS UNIFORMS		Invoice Amount:	\$35.00
INV # 84677 UNIFORM BALL CAP /EMBROIDERY/		Check Date:	10/26/2021
101-336-767.000	EMBROIDERY		10.00
101-336-767.000	INV# 84677 UNIFORM BALL CAP		25.00
ALLIE BROTHERS UNIFORMS		Invoice Amount:	\$230.00
INV # 84726 UNIFORM BOOTS/ GUINN		Check Date:	10/26/2021
101-336-767.000	INV# 84726 UNIFORM BOOTS		230.00
ALLIE BROTHERS UNIFORMS		Invoice Amount:	\$(110.01)
INV 84802 - RETURN OF STRIKER BOOTS		Check Date:	10/26/2021
101-336-767.000	CRE-RETURN OF STRIKER BOOTS		(110.01)
ALPHAGRAPHICS #336		Invoice Amount:	\$175.50
RETURN ADDRESS ENVELOPES WITH WINDOWS		Check Date:	10/26/2021
101-215-752.000	RET ADDRESS WINDOW ENV (1500 CT)		175.50
ALPHAGRAPHICS #336		Invoice Amount:	\$167.02
RETURN ADDRESS ENVELOPES (1500 CT) (OLD I		Check Date:	10/26/2021
101-215-752.000	RETURN ADDRESS ENVELOPES (1500 CT)		167.02
ALPHAGRAPHICS #336		Invoice Amount:	\$463.94
LETTERHEAD		Check Date:	10/26/2021
101-215-752.000	RETURN ADDRESS ENVELOPES (1500 CT)		463.94
ALPHAGRAPHICS #336		Invoice Amount:	\$35.00
INV. 133110 9/28/2021 TEXT ALERTS STATIC CLI		Check Date:	10/26/2021
101-301-752.000	9.793 X 8.209 STATIC CLING		35.00
APPLIED CONCEPTS, INC.		Invoice Amount:	\$15,788.00
INV. 391706 10/5/2021 STALKER SAM TRAILER		Check Date:	10/26/2021
262-310-970.000	SERIAL #10591 & 10580		15,174.00
262-310-970.000	SHIPPING CHARGES		614.00
APOLLO FIRE EQUIPMENT		Invoice Amount:	\$2,061.32
INV # 107160 MID RANGE ASSAULT NOZZLES W		Check Date:	10/26/2021
101-336-757.000	INV # 107160 ASSAULT NOZZLE W/PISTOL GR		2,040.00
101-336-757.000	SHIPPING		21.32
AutoZone, Inc.		Invoice Amount:	\$202.99
#4382621339 10/11/2021 TRUCK #419		Check Date:	10/26/2021
592-537-863.000	BATTERY		202.99
AutoZone, Inc.		Invoice Amount:	\$(22.00)
INV#4382621604 CREDIT FOR BATTERY RETURN		Check Date:	10/26/2021
592-537-863.000	CR - BATTERY RETURN		(22.00)
AutoZone, Inc.		Invoice Amount:	\$81.68
INV # 4382620479 DELVAC CONV 15W4 USAR-4		Check Date:	10/26/2021
101-336-863.000	INV # 4382620479 DELVAC CONV 15W4		81.68

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INVOICE INFORMATION

AutoZone, Inc. INV # 4382611737 = SIGNAL LIGHT BULB 101-751-931.000	Invoice Amount: \$4.29 Check Date: 10/26/2021 4.29
BLACKWELL FORD INC. INV. 382117 10/4/2021 VEHICLE REPAIR/C99804 101-301-863.000	Invoice Amount: \$17.50 Check Date: 10/26/2021 17.50
BLACKWELL FORD INC. INV. 382147 10/5/2021 VEHICLE REPAIR/C99805 101-301-863.000	Invoice Amount: \$56.23 Check Date: 10/26/2021 56.23
BLACKWELL FORD INC. INV. 381865 9/28/2021 VEHICLE REPAIR/108165 101-301-863.000	Invoice Amount: \$428.31 Check Date: 10/26/2021 428.31
Carlisle Wortman Associates SEPTEMBER 2021 PLUMBING INSPECTOR PAY BI 101-371-801.000	Invoice Amount: \$770.00 Check Date: 10/26/2021 770.00
CDW GOVERNMENT INC TREND MICRO LICENSES - QUOTE MHRG197 101-261-831.000	Invoice Amount: \$383.55 Check Date: 10/26/2021 383.55
CINTAS CORPORATION - 300 INV. 4098186274 10/8/2021 MAT SERVICE FOR 101-301-822.000	Invoice Amount: \$247.83 Check Date: 10/26/2021 247.83
COMSOURCE, INC. INV # 510174 COILED DC CHARGE CABLE ENGIN 101-336-757.000 101-336-757.000	Invoice Amount: \$60.00 Check Date: 10/26/2021 50.00 10.00
CORPORATE CLEANING GROUP INC INV.#18700 SEPTEMBER TWP HALL CLEANING 2 101-301-822.000 101-336-822.000 101-265-822.000 101-351-822.000	Invoice Amount: \$2,902.64 Check Date: 10/26/2021 1,046.16 95.11 1,236.37 525.00
CORPORATE CLEANING GROUP INC INV.#18720 DPW/SENIOR CENT. CLEANING SEP 592-537-822.000 101-673-822.000	Invoice Amount: \$405.00 Check Date: 10/26/2021 345.00 60.00
CORRIGAN OIL COMPANY #7373456 10/12/21 592-537-759.000 592-537-759.000 592-537-759.000 592-537-759.000	Invoice Amount: \$2,770.71 Check Date: 10/26/2021 13.02 6.95 1,575.18 1,175.56
Corporate Benefit Solutions, LLC OCT. 2021 PREMIUM FOR BENEXPRESS ENROLL. 101-171-805.000 101-171-805.000	Invoice Amount: \$518.29 Check Date: 10/26/2021 400.00 118.29

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VENDOR INFORMATION

INVOICE INFORMATION

DELL MARKETING L.P.		Invoice Amount:	\$1,211.09
OPTIPLEX 5080 TOWER FOR LIVESCAN MACHINE		Check Date:	10/26/2021
101-351-970.000	OPTIPLEX 5080 TOWER		889.09
101-351-970.000	DELL 19 MONITOR		135.00
101-351-970.000	NVIDIA QUADRO P620		187.00
DE WOLF & ASSOCIATES		Invoice Amount:	\$795.00
INV. 3510 9/25/2021 C.T.O. TRAINING PROGRAM		Check Date:	10/26/2021
101-325-958.000	PSA KYLE SPAULDING - 9/20-9/24		795.00
DIAMOND PROCLEAN, LLC		Invoice Amount:	\$1,945.00
INV#23152 TWP HALL/POLICE GLASS CLEANING		Check Date:	10/26/2021
101-265-822.000	INV#23152 TWP HALL GLASS CLEAN 2021		1,755.00
101-301-822.000	INV#23152 POLICE GLASS CLEAN FALL 21		190.00
Dig-Smart, LLC		Invoice Amount:	\$4,000.00
ANNUAL BILLING DIG SMART FUSION SERVER		Check Date:	10/26/2021
592-537-831.000	ANNUAL BILLING DIG SMART FUSION SERVER		4,000.00
EctoHR, Inc.		Invoice Amount:	\$6,905.00
ECTOHR - SEPTEMBER 2021 SERVICES - (DETAIL		Check Date:	10/26/2021
101-171-805.000	9/21SERVICE - #12386		6,905.00
FELLRATH, PATRICK		Invoice Amount:	\$129.92
MILEAGE REIMBURSEMENT SEPTEMBER 2021		Check Date:	10/26/2021
592-537-861.000	MILEAGE REIMBURSEMENT SEPTEMBER 2021		129.92
FELL, CYNTHIA		Invoice Amount:	\$20.00
REIMBURSEMENT - FUEL FOR CONFERENCE		Check Date:	10/26/2021
101-325-759.000	FUEL FOR POOL CAR		20.00
FOX HILLS CHRYSLER JEEP		Invoice Amount:	\$261.19
INV. 48407 9/30/2021 VEHICLE MAINTENANCE/1		Check Date:	10/26/2021
101-301-863.000	OIL CHANGE (SYNTHETIC OIL)/REPLACED SEN		261.19
GOVERNMENT FINANCE OFFICERS ASSN		Invoice Amount:	\$225.00
GOVT FINANCE OFFICERS ASSN MEMBERSHIP F		Check Date:	10/26/2021
101-191-957.000	MEMBERSHIP GFOA		225.00
GFL Environmental USA, Inc.		Invoice Amount:	\$107,762.92
52020807- SEP 2021 - RESIDENTIAL COLLECTIO		Check Date:	10/26/2021
596-528-815.000	SEP 2021 TRASH		69,739.40
596-528-815.000	SEP 2021 RECYCLING		19,367.12
596-528-815.000	SEP 2021 YARD WASTE		18,656.40
GFL Environmental USA, Inc.		Invoice Amount:	\$6,773.22
1661574 - SEP 2021 RESIDENTIAL YARD WASTE		Check Date:	10/26/2021
596-528-815.000	250.86 TONS @ 27.00/TON - SEP 2021		6,773.22
Great Lakes Ace Hardware		Invoice Amount:	\$14.22
GREAT LAKES ACE HARDWARE INV # 7404/876		Check Date:	10/26/2021
101-751-757.000	INV. # 7404/876 (PARKS)		14.22
Great Lakes Ace Hardware		Invoice Amount:	\$42.66
GREAT LAKES ACE HARDWARE INV # 7405/876		Check Date:	10/26/2021
101-751-757.000	INV. # 7405/876 (PARKS)		42.66

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INVOICE INFORMATION

Great Lakes Ace Hardware INV # 7411/876 5QT PAN W/LID 101-336-757.000		Invoice Amount: Check Date:	\$28.49 10/26/2021 28.49
GreatAmerica Financial Services ORIG FEE, STD PMT, FREIGHT, TRANS BILLING 101-215-940.000 101-215-940.000	STD PMT FREIGHT	Invoice Amount: Check Date:	\$452.58 10/26/2021 447.28 5.30
Hallahan & Associates, PC INVOICE # 18942 ASSESSING LEGAL SERVICES 101-257-806.000	INV. # 18942- ASSESS. LEGAL SEPT 2021	Invoice Amount: Check Date:	\$18.14 10/26/2021 18.14
Harless, Wendy REIMBURSEMENT FOR PRINTING - HISTORIC DI 101-101-880.000	PRINTING REIMBURSEMENT - HDC	Invoice Amount: Check Date:	\$24.88 10/26/2021 24.88
BENNETT & DEMOPOULOS, PLLC LEGAL SERVICES - SEPTEMBER 2021 101-261-807.000 101-701-806.000 101-261-806.000 101-261-806.000 101-261-806.000	ORDINANCE PROSECUTIONS COMMUNITY DEVELOPMENT ADMINISTRATION SOLID WASTE MISCELLANEOUS	Invoice Amount: Check Date:	\$9,824.50 10/26/2021 7,310.63 853.12 1,286.25 367.50 7.00
HUMANE SOCIETY OF HURON VALLEY INV. 202109 9/30/2021 STRAY IMPOUND SERVIC 101-301-836.000	STRAY IMPOUND SERVICES	Invoice Amount: Check Date:	\$125.00 10/26/2021 125.00
HYDRO CORP CROSS CONNECTION CONTROL PROGRAM SEPTE 592-537-826.000	CROSS CONNECTION PROGRAM SEPTEMBER 2	Invoice Amount: Check Date:	\$1,851.00 10/26/2021 1,851.00
IDEMIA IDENTITY & SECURITY USA LLC INV. 141089 9/22/2021 DIGITAL FINGERPRINTIN 101-351-970.000 101-351-970.000 101-351-970.000 101-351-970.000 101-351-970.000	TOUCHPRINT 5300 SERIAL #71741-001 MICHIGAN TOUCHPRINT CUSTOMIZATION TOUCHPRINT ENTERPRISE RECORD TRANS TOUCHPRINT ENTERPRISE PALM CUSTOMIZAT INSTALL/TRAINING - ONE DAY	Invoice Amount: Check Date:	\$13,717.00 10/26/2021 5,742.00 1,250.00 1,250.00 2,500.00 2,975.00
IMEG Corp. SE UPGRADE 09/01 - 09/30 592-537-831.000	SE UPGRADE INV# 21005276.00-3	Invoice Amount: Check Date:	\$1,469.00 10/26/2021 1,469.00
IRON MOUNTAIN OFFSITE STORAGE SEPTEMBER 2021 101-215-801.000	OFFSITE STORAGE - SEPTEMBER 2021	Invoice Amount: Check Date:	\$255.81 10/26/2021 255.81
J & B MEDICAL SUPPLY INC ORDER # 590511 101-336-773.000 101-336-773.000 101-336-773.000	AMBU KING LTS-D DISPOSABLE LARYNGEAL T KING LTS-D SIZE 4 KIT - INCLUDES: (1) SY COVIDIEN 530 SERIES ECG ELECTRODES ECG	Invoice Amount: Check Date:	\$659.65 10/26/2021 179.95 359.90 119.80
K & D PLUMBING, INC. INSTALL TOUCH FREE FIXTURES IN RESTROOMS		Invoice Amount: Check Date:	\$9,000.00 10/26/2021

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INVOICE INFORMATION

	588-596-970.000	INVOICE 10-11-21 TOUCH FREE FIXTURES	9,000.00
KENNEDY INDUSTRIES INC		Invoice Amount:	\$1,395.00
NORTHVILLE RD - FIELD SERVICE		Check Date:	10/26/2021
	592-537-931.000	NORTHVILLE RD - FIELD SERVICE	1,395.00
KNIGHT TECHNOLOGY GROUP, INC.		Invoice Amount:	\$90.00
TECH SUPPORT - REMOTE ACCESS MEETING - IN		Check Date:	10/26/2021
	101-261-831.000	TECH SUPP - REMOTE ACCESS MTG	90.00
KONICA MINOLTA BUSINESS SOLUTIONS		Invoice Amount:	\$208.97
#275673073 9/30/21		Check Date:	10/26/2021
	101-171-934.000	C454e Copier Maintenance	43.88
	101-228-934.000	Maint.	8.36
	101-371-934.000	Maint.	10.45
	596-528-934.000	Maint.	10.45
	592-536-934.000	Maint	135.83
KONICA MINOLTA BUSINESS SOLUTIONS		Invoice Amount:	\$56.11
PRINTER/COPIER - SUPERVISOR/BOARD PACKET		Check Date:	10/26/2021
	101-171-934.000	9/21 USE SUPERVISOR #275700623 (2/3)	37.03
	101-215-934.000	9/21 USE CLERK #275700623 (1/3)	19.08
KONICA MINOLTA BUSINESS SOLUTIONS		Invoice Amount:	\$135.27
INV. 9008072574 9/25/2021 MAINT. AGREEMEN		Check Date:	10/26/2021
	101-301-934.000	8/26/2021 - 9/25/2021 COVERAGE DATES	135.27
LARSON, OSCAR W. CO.		Invoice Amount:	\$200.00
PERFORMED QUARTERLY B OPERERATOR INSP A		Check Date:	10/26/2021
	592-537-931.000	LABOR	190.00
	592-537-931.000	HS&E	10.00
Lee Contracting, Inc.		Invoice Amount:	\$180,978.29
COUNTRY ACRES PUMP STATION PAY ESTIMATE		Check Date:	10/26/2021
	592-537-970.000	COUNTRY ACRES PUMP STATION	180,978.29
LIVONIA, CITY OF		Invoice Amount:	\$340.00
INV. 2021-00000090 10/11/2021 AFIS SERVICES		Check Date:	10/26/2021
	101-301-801.000	Fingerprint Computer Identification	340.00
MACP		Invoice Amount:	\$310.00
INV. 200008439 5/11/2021 - SUMMER 2021 CON		Check Date:	10/26/2021
	101-301-958.000	FULL REGISTRATION	310.00
MAIN STREET AUTO WASH		Invoice Amount:	\$435.00
SEPT & OCT CAR WASHES 2021		Check Date:	10/26/2021
	101-301-863.000	Police Vehicles	410.00
	101-336-863.000	Fire Admin. Vehicles	5.00
	101-371-863.000	Building Vehicles	20.00
MCKENNA ASSOCIATES INC		Invoice Amount:	\$2,647.30
PROFESSIONAL SERVICES SEPTEMBER 2021 - 9		Check Date:	10/26/2021
	101-701-801.000	SEN. PLANNER (PREP & ATTEND MEEETINGS)	220.00
	101-701-801.000	#2406 - 41700 AA RD (ELKS) REV. #1	2,077.30
	101-701-801.000	LANDSCAPE/INSPEC. THE WOODS CHO 45980	350.00

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MCKENNA ASSOCIATES INC		Invoice Amount:	\$4,788.00
PROFESSIONAL SERVICES - SEPTEMBER 2021- I		Check Date:	10/26/2021
101-701-801.000	12.60 - 1/2 DAY ON-SITE SERVICES		4,788.00
MERCHANTS & MEDICAL CREDIT CORP, IN		Invoice Amount:	\$141.01
INV # 20350 FEE 9-1-21 THROUGH 9-30-21		Check Date:	10/26/2021
101-336-825.000	INV # 20350 FEE		141.01
MICHIGAN APCO		Invoice Amount:	\$600.00
MICHIGAN 9-1-1 STATE CONFERENCE FOR PSAS		Check Date:	10/26/2021
101-325-958.000	TWO DAY ATTENDANCE		600.00
MICHIGAN MUNICIPAL TREASURERS ASSOC		Invoice Amount:	\$75.00
2022 MEMBERSHIP RENEWAL (THROUGH 12/31/		Check Date:	10/26/2021
101-191-957.000	2022 MMTA ASSOC RENEWAL		75.00
M M L WORKER'S COMPENSATION FUND		Invoice Amount:	\$14,944.00
MML - WORKERS COMP FUND - PAYROLL AUDIT		Check Date:	10/26/2021
588-596-720.000	TRANS FUND		333.39
592-537-720.000	WATER OPERATIONS - DPW		1,653.72
101-336-720.000	FIREFIGHTERS		6,143.47
101-301-720.000	POLICE		4,116.06
101-325-720.000	DISPATCH		1,303.23
592-536-720.000	DPS - OFFICE WORKERS		206.35
101-171-720.000	SUPERVISOR'S DEPT		103.80
101-228-720.000	INFORMATION SERVICES		51.90
101-215-720.000	CLERK		207.59
101-262-720.000	ELECTIONS		51.90
101-253-720.000	TREASURER		103.80
101-265-720.000	TWP HALL/GROUNDS		51.90
596-528-720.000	SOLID WASTE		51.90
101-101-720.000	ELECTED OFFICIALS BOT		24.04
101-371-720.000	BUILDING		159.55
101-751-720.000	PARKS		381.40
MICHIGAN, STATE OF		Invoice Amount:	\$485,805.38
IFT 2021		Check Date:	10/26/2021
703-000-228.198	IFT 2021		485,805.38
MICHIGAN LINEN SERVICE		Invoice Amount:	\$84.35
UNIFORMS 10/1/21 #455410		Check Date:	10/26/2021
592-537-767.000	10/1/21		84.35
MICHIGAN LINEN SERVICE		Invoice Amount:	\$84.35
UNIFORMS 10/8/21 #455853		Check Date:	10/26/2021
592-537-767.000	10/8/21		84.35
MICHIGAN LINEN SERVICE		Invoice Amount:	\$84.35
UNIFORMS 10/15/21 #456295		Check Date:	10/26/2021
592-537-767.000	10/15/21		84.35
NAPA Auto Parts		Invoice Amount:	\$104.28
#2698-756228 10/1/21		Check Date:	10/26/2021
592-537-863.000	RV ANTIFREEZE FOR WINTERIZING TWP. PRO		104.28
NAPA Auto Parts		Invoice Amount:	\$226.59
#756137 9/30/21		Check Date:	10/26/2021

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	592-537-863.000	PARTS FOR UTILITY TRAILER	226.59
NAPA Auto Parts		Invoice Amount:	\$43.45
#756138 9/30/21		Check Date:	10/26/2021
	592-537-757.000	RV ANTIFREEZE FOR WINTERIZING TWP. PRO	43.45
NORTH BREATHING AIR, LLC		Invoice Amount:	\$165.00
INV # 1936 AIR AND LAB ANALYSIS / MILEAGE		Check Date:	10/26/2021
	101-336-931.000	INV# 1936 AIR SAMPLE / LAB ANALYSIS	130.00
	101-336-931.000	MILEAGE TO & FROM	35.00
OFFICE DEPOT		Invoice Amount:	\$177.57
DUSTERS, COLORED PAPER, CALENDARS, FOLDE		Check Date:	10/26/2021
	101-215-752.000	MINI WALL CALENDAR	12.47
	101-215-752.000	36 X 24 WALL CALENDAR	28.79
	101-215-752.000	PINK PAPER	5.89
	101-215-752.000	LEGAL HANGING FOLDERS	6.37
	101-215-752.000	6 X 6 WALL CALENDAR	23.43
	101-215-752.000	DESK CALENDARS	57.54
	101-215-752.000	LOOSE LEAF CALENDAR	10.95
	101-215-752.000	GREEN PAPER	5.89
	101-215-752.000	DUSTERS	26.24
OFFICE DEPOT		Invoice Amount:	\$18.27
DUSTERS, COLORED PAPER, CALENDARS, FOLDE		Check Date:	10/26/2021
	101-215-752.000	CLEAR PLASTIC 3.5 TABS	18.27
OFFICE DEPOT		Invoice Amount:	\$18.62
OFFICE SUPPLIES		Check Date:	10/26/2021
	101-336-752.000	PAPER MATE® FLEXGRIP® ELITE™ RETRACTA	18.62
OFFICE DEPOT		Invoice Amount:	\$10.18
COPY PAPER, CORRECTION TAPE, BLUE GEL		Check Date:	10/26/2021
	101-215-752.000	BLUE GEL PEN REFILL 1.0	10.18
OFFICE DEPOT		Invoice Amount:	\$578.32
COPY PAPER, CORRECTION TAPE, BLUE GEL		Check Date:	10/26/2021
	101-215-752.000	SHREDDER OIL (12 OZ)	10.28
	101-215-752.000	CORRECTION TAPE	11.84
	101-215-752.000	COPY PAPER	556.20
OFFICE DEPOT		Invoice Amount:	\$45.58
INV. 200681714001 9/25/2021 OFFICE SUPPLIES		Check Date:	10/26/2021
	101-301-752.000	HEAVY DUTY FOLDERS	45.58
OFFICE DEPOT		Invoice Amount:	\$230.31
INV. 200680398001 9/24/2021 OFFICE SUPPLIES		Check Date:	10/26/2021
	101-301-752.000	PLANNER	26.63
	101-301-752.000	GEL PENS	42.60
	101-301-752.000	TONER	153.24
	101-301-752.000	SHARPIE MARKERS	7.84
OFFICE DEPOT		Invoice Amount:	\$414.76
INV. 200691186001 9/24/2021 OFFICE SUPPLIES		Check Date:	10/26/2021
	101-325-752.000	FAX DRUM	302.58
	101-301-752.000	FAX TONER	112.18

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OFFICE DEPOT		Invoice Amount:	\$71.85
INV. 200681716001 9/24/2021 OFFICE SUPPLIES		Check Date:	10/26/2021
101-301-752.000	NOTEBOOKS		71.85
OFFICE DEPOT		Invoice Amount:	\$(27.99)
#202702864001 - CREDIT- MONITOR STAND		Check Date:	10/26/2021
592-536-752.000	CREDIT - MONITOR STAND		(27.99)
OFFICE DEPOT		Invoice Amount:	\$162.54
INV. 201716659001 9/29/2021 OFFICE SUPPLIES		Check Date:	10/26/2021
101-301-752.000	64GB FLASHDRIVE		101.56
101-301-752.000	32GB FLASHDRIVE		60.98
OAKLAND COUNTY		Invoice Amount:	\$146.00
INV. INF0002841 9/30/2021 OUT-COUNTY GIS D		Check Date:	10/26/2021
101-325-801.000	GIS DEVELOPMENT		146.00
CHARTER TWSP OF PLYMOUTH		Invoice Amount:	\$3,991.71
SENIOR TRANSPORTATION - SEPTEMBER 2021		Check Date:	10/26/2021
101-673-860.000	SENIOR TRANS 9/21		3,991.71
CHARTER TWSP OF PLYMOUTH		Invoice Amount:	\$6,064.24
COMERICA BANK - TOWNSHIP CREDIT CARD CH		Check Date:	10/26/2021
101-325-757.000	BROTHERS-AMAZON-PHONE CHARGING CORD		32.40
101-325-752.000	BROTHERS-TOTALLY PROMOTIONAL-MOOD C		221.20
101-301-767.000	BROTHERS-PIN HQ.COM 11 HONOR GUARD PI		84.60
101-301-957.000	BROTHERS-MACP DUES-YEARLY DUES		100.00
101-751-801.000	ANDERSON-FLOWERS/PANTS LAKE POINTE PA		823.63
592-537-957.000	FELLRATH-EGLE - 6 CU. RULE		15.00
101-336-757.000	FOX-HD-FERTILIZER & SHELVEING UNTI		186.50
101-265-930.000	HAACK-FLOW FREE PLUMBER-LEAK IN MF ROO		350.00
101-265-757.000	HAACK-BILL & RODS REPAIR-REPLACE ICE MA		349.06
101-325-757.000	HAACK-SAM'S - DISPATCH SUPPLIES		53.50
101-265-757.000	HAACK-JH CORP - 3 TOWNSHIP FLAGS		395.00
101-751-757.000	HAACK-ROCKET ENT. - FLAG HANDLE CRANK		72.50
101-325-775.000	HAACK-SAM'S-DISPATCH SUPPLIES		44.51
101-301-757.000	HAACK-TOWN LOCKSMITH-PD DOOR HINGE		60.00
101-371-863.000	HAACK-O'REILLY-SUPPLIES FOR ORD. OFFICER		17.99
101-265-823.000	HAACK-MAPLES PEST CONTROL-TWP. HALL		185.00
592-536-757.000	HAMANN-ALRO METALS-STEEL TO BUILD VALV		433.13
592-537-851.000	HAMANN-HD-TOOLS, LUMBER, HDWARE		350.52
592-536-930.000	HAMANN-HD-VARIOUS BLDG. MATERIALS -		272.31
592-537-757.000	HAMANN-HD-SHOP SUPPLIES-GEN, OPERATIO		262.62
592-537-757.000	HAMANN-HD-SHOP SUPPLIES-TOOL MAKING		172.64
101-751-757.000	HAMANN-HD-QUICK CRETE FOR MEMORIAL BE		180.71
592-537-757.000	HAMANN-HD-TOOLS FOR DRILL PRESS		184.40
101-751-757.000	HAMANN-HD-TOOLS 7 HARDWARE FOR MEM.		70.66
101-261-880.000	HEISE-VANESSAS FLOWERS-9/11 MEMORIAL		159.50
101-171-791.000	HEISE-CRAINS-INFORMATIONAL SUBSCRIPTIO		15.00
101-261-852.000	HEISE-CONSTANT CONTACT MONTHLY FEE		70.00
101-228-752.000	JANKS-AMAZON PRIME MEMBERSHIP -AUGUST		12.99
101-261-831.000	JANKS-ZOOM SUB.- SEPT. 2021		154.99
101-228-958.000	JANKS-MIGMIS CONF. REGISTRATION FEE		100.00
101-228-958.000	JANKS-MIGMIS CONF- BALANCE OF ROOM		169.02
101-371-958.000	MAC DONALD-HUVACO - CONTINUING ED		190.00
101-336-757.000	MACK-AMAZON-(2) 25 PC METAL SAW BLADES		95.70
101-336-757.000	MACK-AMAZON-(3) 34 PC SAW BLADE SET		68.94

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	101-336-757.000	PHILLIPS-AMAZON-DRY ERASE BOARD	35.00
	101-336-757.000	PHILLIPS-LANSING PARKING-9/11 MEMORIAL	9.00
	101-336-757.000	PHILLIPS-CVS-BATTERY FOR TRUCK KEY FOB	9.32
	101-215-752.000	VORVA-NOTARY SUPPLIES FOR PAULA JEFFER	56.90
<hr/>			
PLYMOUTH-CANTON COMMUNITY SCHOOLS		Invoice Amount:	\$358.34
INV # 003612 SEPTEMBER FUEL		Check Date:	10/26/2021
	101-336-759.000	INV # 003612 GALLONS GASOLINE	341.28
	101-336-759.000	5% SURCHARGE	17.06
<hr/>			
PLYMOUTH-CANTON COMMUNITY SCHOOLS		Invoice Amount:	\$78.18
INV#003612 SEPTEMBER FUEL BILL BUILDING 2		Check Date:	10/26/2021
	101-371-759.000	INV#003612 SEPT. FUEL BILL 2021	78.18
<hr/>			
PLYMOUTH-CANTON COMMUNITY SCHOOLS		Invoice Amount:	\$4,617.30
INV. 003612 10/13/2021 - SEPTEMBER FUEL		Check Date:	10/26/2021
	101-301-759.000	PATROL VEHICLES	4,617.30
<hr/>			
R A F T		Invoice Amount:	\$1,200.00
INV # 5338 JAN THROUGH DECEMBER 2022		Check Date:	10/26/2021
	101-336-957.000	INV # 5338 MEMBERSHIP RENEWAL	1,200.00
<hr/>			
RITTER GIS, IIC		Invoice Amount:	\$950.00
CITYWORKS AUG-SEPT 2021		Check Date:	10/26/2021
	592-536-803.000	CITYWORKS AUG-SEPT 2021	950.00
<hr/>			
SCHOOLCRAFT COLLEGE		Invoice Amount:	\$75.00
INV. 0000002351 - SPONSOR #0544339 10/13/2		Check Date:	10/26/2021
	101-301-958.000	CHALMERS, KUDRA & ROZUM	75.00
<hr/>			
SEHI COMPUTER PRODUCTS		Invoice Amount:	\$336.55
QUOTE # Q00081921 NEW PRINTER STA 1 9015		Check Date:	10/26/2021
	101-336-752.000	QUOTE/Q00081921 NEW PRINTER 9015E	195.30
	101-336-752.000	HP 962XL BLACK INK CARTRIDGE	46.24
	101-336-752.000	HP 962XL MAGENTA INK CARTRIDGE	29.67
	101-336-752.000	HP 962XL YELLOW INK CARTRIDGE	29.67
	101-336-752.000	HP 962XL CYAN	29.67
	101-336-752.000	SHIPPING	6.00
<hr/>			
SERENE LANDSCAPE GROUP		Invoice Amount:	\$1,475.00
INV#62635 WEED/BED CARE PLYMOUTH TWP PA		Check Date:	10/26/2021
	101-751-821.000	INV#62635 WEED/BED CARE 2021	1,475.00
<hr/>			
SERENE LANDSCAPE GROUP		Invoice Amount:	\$175.00
INV#62634 WEED/BED CARE BRENTWOOD PARK		Check Date:	10/26/2021
	101-751-821.000	INV#62634 WEED/BED CARE 2021	175.00
<hr/>			
SERENE LANDSCAPE GROUP		Invoice Amount:	\$535.00
INV#62633 WEED/BED CARE LAKE POINT SOCCE		Check Date:	10/26/2021
	101-751-821.000	INV#62633 WEED/BED CARE 2021	535.00
<hr/>			
SERENE LANDSCAPE GROUP		Invoice Amount:	\$100.50
INV#62632 WEED/BED CARE DPW 2021		Check Date:	10/26/2021
	592-537-821.000	INV#62632 WEED/BED CARE DPW 2021	100.50
<hr/>			
SERENE LANDSCAPE GROUP		Invoice Amount:	\$145.00
INV#62631 WEED/BED CARE PLYMOUTH POINT		Check Date:	10/26/2021

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	101-751-821.000	INV#62631 WEED/BED CARE 2021	145.00
SERENE LANDSCAPE GROUP		Invoice Amount:	\$310.00
INV#62630 WEED/BED CARE MILER PARK 2021		Check Date:	10/26/2021
101-751-821.000	INV#62630 WEED/BED CARE 2021		310.00
SERENE LANDSCAPE GROUP		Invoice Amount:	\$95.00
INV#62629 WEED/BED CARE FRIENDSHIP STATI		Check Date:	10/26/2021
101-673-821.000	INV#62629 WEED/BED FRIENDSHIP STAT. 2021		95.00
SERENE SURROUNDINGS, INC.		Invoice Amount:	\$130.00
INV # 62628 WEED & BED CARE STATION # 3		Check Date:	10/26/2021
101-336-821.000	INV # 62628 WEED & BED CARE		45.00
101-336-821.000	FERTILIZATION		85.00
SERENE SURROUNDINGS, INC.		Invoice Amount:	\$155.00
INV # 62627 WEED & BED CARE STATION # 2		Check Date:	10/26/2021
101-336-821.000	INV # 62627 WEED & BED CARE		45.00
101-336-821.000	FERTILIZATION		110.00
SIGNATURE FORD, L-M		Invoice Amount:	\$33,175.00
BOARD APPROVED 2021 FORD EXPLORER - FIRE		Check Date:	10/26/2021
101-336-970.000	2021 FORD EXPLORER 4X4 XLT RAPID RED		33,175.00
SUPERIOR MEDICAL WASTE		Invoice Amount:	\$180.00
INV # 10496 MEDICAL WASTE DISPOSAL STA 1,		Check Date:	10/26/2021
101-336-773.000	INV # 10496 MEDICAL WASTE DISPOSAL 28GA		60.00
101-336-773.000	MEDICAL WASTE DISPOSAL 28GAL		60.00
101-336-773.000	MEDICAL WASTE DISPOSAL 28GAL		60.00
STRYKER SALES CORPORATION		Invoice Amount:	\$124.64
INV # 3522807 M LARYNGOSCOPE, BLADES		Check Date:	10/26/2021
101-336-773.000	INV # 3522807 M LARYNGOSCOPE, BLADES		124.64
STRYKER SALES CORPORATION		Invoice Amount:	\$124.64
INV # 3546034 M LARYNGOSCOPE, BLADES		Check Date:	10/26/2021
101-336-773.000	INV # 3522807 M LARYNGOSCOPE, BLADES		124.64
Tredroc Tire Services		Invoice Amount:	\$278.85
INV # 7360089280 FLAT TIRE REPAIR R-3		Check Date:	10/26/2021
101-336-863.000	INV # 7360089280 FUEL CHARGE		15.00
101-336-863.000	EMERGENCY AFTER HOURS SERVICE CALL		240.00
101-336-863.000	PLUG AND PATCH		7.95
101-336-863.000	BRASS VALVE STEM		7.95
101-336-863.000	SHOP SUPPLIES		7.95
TRISTAR FIRE PROTECTION, INC		Invoice Amount:	\$935.00
INV # 20210202 SPRINKLER REPAIR STA 3		Check Date:	10/26/2021
101-336-930.000	SERVICE TRUCK AND TOOL CHARGE		80.00
101-336-930.000	MATERIAL		75.00
101-336-930.000	INV# 20210202 FIELD LABOR		780.00
WEST SHORE SERVICES INC		Invoice Amount:	\$21.25
INV. 29137 8/18/2021 SERVICE CALL FOR RTU #		Check Date:	10/26/2021
101-426-934.000	JOB #6211294		21.25

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WINDER POLICE EQUIPMENT		Invoice Amount:	\$2,140.00
INV. 211874 10/8/2021 SERVICES PERFORMED O		Check Date:	10/26/2021
262-310-970.000	INSTALLATION LABOR ONLY		2,140.00
WINDER POLICE EQUIPMENT		Invoice Amount:	\$1,666.20
INV. 211875 10/8/2021 SERVICES PERFORMED O		Check Date:	10/26/2021
262-310-970.000	INSTALL NEW PURCHASED EQUIP FROM 19-3		1,666.20
WINDER POLICE EQUIPMENT		Invoice Amount:	\$1,929.60
INV. 211827 9/30/2021 SERVICES PERFORMED O		Check Date:	10/26/2021
101-301-863.000	INSTALL PRISONER RETENTION EQUIPMENT		1,804.60
101-301-863.000	FREIGHT		125.00
WINDER POLICE EQUIPMENT		Invoice Amount:	\$1,929.60
INV. 211828 9/30/2021 SERVICES PERFORMED O		Check Date:	10/26/2021
101-301-863.000	INSTALL PRISONER RETENTION EQUIPMENT		1,804.60
101-301-863.000	FREIGHT		125.00
WINDER POLICE EQUIPMENT		Invoice Amount:	\$1,940.73
INV. 211832 10/4/2021 SERVICES PERFORMED O		Check Date:	10/26/2021
101-301-863.000	INSTALL NEW COMPUTER MOUNTING EQUIPM		1,895.73
101-301-863.000	FREIGHT		45.00
WINDER POLICE EQUIPMENT		Invoice Amount:	\$2,111.45
INV. 211834 10/4/2021 SERVICES PERFORMED O		Check Date:	10/26/2021
101-301-863.000	INSTALL NEW COMPUTER MOUNTING EQUIPM		2,046.45
101-301-863.000	FREIGHT		65.00
WINDER POLICE EQUIPMENT		Invoice Amount:	\$2,262.00
INV. 211833 10/4/2021 SERVICES PERFORMED O		Check Date:	10/26/2021
101-301-863.000	INSTALL MISC ELECTRICAL EQUIPMENT & PAR		2,262.00
WINDER POLICE EQUIPMENT		Invoice Amount:	\$2,262.00
INV. 211835 10/4/2021 SERVICES PERFORMED O		Check Date:	10/26/2021
101-301-863.000	INSTALL MISC ELECTRICAL EQUIPMENT & PAR		2,262.00
WINDER POLICE EQUIPMENT		Invoice Amount:	\$519.44
INV. 211843 10/4/2021 SERVICES PERFORMED O		Check Date:	10/26/2021
101-301-863.000	PRINTER EQUIPMENT & PARTS		519.44
WINDER POLICE EQUIPMENT		Invoice Amount:	\$129.00
INV. 211844 10/4/2021 SERVICES PERFORMED O		Check Date:	10/26/2021
101-301-863.000	RADAR EQUIPMENT & PARTS		129.00
Total Amount to be Disbursed:			\$963,901.57

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A T & T		Invoice Amount:		\$966.94
FIBER RADIO CIRCUITS - OCTOBER 2021		Check Date:		10/20/2021
	101-325-850.000	FIBER RADIO CIRCUITS OCTOBER 2021		966.94
Carlisle Wortman Associates		Invoice Amount:		\$1,170.00
BD Bond Refund		Check Date:		10/20/2021
	592-000-283.537	BBD21-0041 - PB21-0907		1,170.00
Carlisle Wortman Associates		Invoice Amount:		\$990.00
BD Bond Refund		Check Date:		10/20/2021
	592-000-283.537	BBD21-0040 - PB21-0897		990.00
Carlisle Wortman Associates		Invoice Amount:		\$870.00
BD Bond Refund		Check Date:		10/20/2021
	101-371-283.003	BP21-0112 - PB21-0900		870.00
Carlisle Wortman Associates		Invoice Amount:		\$750.00
BD Bond Refund		Check Date:		10/20/2021
	101-371-283.003	BP21-0108 - PB21-0850		750.00
COMCAST		Invoice Amount:		\$64.39
INTERNET - NOVEMBER 2021		Check Date:		10/20/2021
	101-261-852.000	NOVEMBER 2021 INTERNET		64.39
COMCAST		Invoice Amount:		\$231.75
INTERNET - OCTOBER 2021-- ACCT 900913674		Check Date:		10/20/2021
	101-751-852.000	Township Park		64.95
	101-336-852.000	Fire		64.95
	101-351-852.000	Telephone		101.85
CONSUMERS ENERGY		Invoice Amount:		\$178.67
MONTHLY CHARGES - OCTOBER 2021 (DETAILS)		Check Date:		10/20/2021
	101-673-921.000	FRIENDSHIP STATION - 1000 257103478		39.00
	588-596-921.000	SENIOR TRANS 1000 2571-3478		2.49
	101-751-921.000	TWP. PARK 1000 257103262		27.76
	101-336-921.000	FIRE STATION #2 - 1000 2571-3403		109.42
WESTERN TWNSPS UTILITIES AUTHORITY		Invoice Amount:		\$347,359.54
WTUA - SEPTEMBER 2021		Check Date:		10/20/2021
	592-538-828.000	Monthly Charges		213,255.48
	592-538-827.000	YUCA IPP-IWC		4,697.42
	592-537-757.000	Country Acres Pump Station		682.08
	592-000-181.000	Capital Improvement Program		128,724.56
WOW! BUSINESS		Invoice Amount:		\$18.81
OCTOBER 2021 ACCT. # 012296705		Check Date:		10/20/2021
	101-673-852.000	SENIOR UTIL		17.68
	588-596-852.000	SENIOR TRANS		1.13
Wilkus Architects		Invoice Amount:		\$2,070.00
BD Bond Refund		Check Date:		10/20/2021
	101-371-283.003	BP21-0105 - PB21-0799		2,070.00
Thomas Seabold & Associates		Invoice Amount:		\$1,500.00
BD Bond Refund		Check Date:		10/20/2021
	101-371-283.007	BDB121-0002 - PB21-0394		1,500.00

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BLUE STAR INC			Invoice Amount:	\$1,500.00
BD Bond Refund			Check Date:	10/20/2021
	101-371-283.007	BDB121-0003 - PB21-0621		1,500.00
Pulte Group			Invoice Amount:	\$1,500.00
BD Bond Refund			Check Date:	10/20/2021
	101-371-283.001	BP20-0032 - PB20-0724		1,500.00
Pulte Group			Invoice Amount:	\$8,000.00
BD Bond Refund			Check Date:	10/20/2021
	101-371-283.010	BTCO21-0012 - PB20-0724		8,000.00
Material Handling Systems Inc			Invoice Amount:	\$5,000.00
BD Bond Refund			Check Date:	10/20/2021
	101-371-283.004	BP21-0080 - PB21-0373		5,000.00
DARA LLC			Invoice Amount:	\$5,000.00
BD Bond Refund			Check Date:	10/20/2021
	101-371-283.017	BSUE21-0013		5,000.00
SHAW CONSTRUCTION & MGMT			Invoice Amount:	\$2,010.00
BD Bond Refund			Check Date:	10/20/2021
	592-000-283.537	BBD21-0040 - PB21-0897		2,010.00
Selective Construction Corporation			Invoice Amount:	\$2,250.00
BD Bond Refund			Check Date:	10/20/2021
	101-371-283.003	BP21-0108 - PB21-0850		2,250.00
PAAR Development LLC			Invoice Amount:	\$60,275.00
BD Bond Refund			Check Date:	10/20/2021
	101-371-283.011	BPZ18-0002		60,275.00
LERETA, LLC			Invoice Amount:	\$4,899.38
2021 Sum Tax Refund 78 039 04 0006 000			Check Date:	10/20/2021
	703-000-202.000	Accounts Payable		4,899.38
Total Amount to be Disbursed:				\$446,604.48

Weekly 10/13/21
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**Charter Township of Plymouth
AP Invoice Listing - Board Report**

VENDOR INFORMATION

INVOICE INFORMATION

PAWELAK, JOAN

ISSUE AP CHECK FOR PROLL CK 21819 09/18
101-000-232.000

Invoice Amount: \$2.97

Check Date: 10/13/2021
2.97

POSTELL, KEITH A.

OUTSTANDING PAYROLL CHECKS VOIDED FROM
101-000-232.000
101-000-232.000
101-000-232.000

Invoice Amount: \$371.20

Check Date: 10/13/2021
32.86
123.34
215.00

ALERUS FINANCIAL

MERS - DC FT EMPLOYEES -- EMPLOYER CONTRI

101-171-716.000 SUPERVISOR'S OFFICE
101-228-716.000 IT DIRECTOR
101-215-716.000 CLERK'S OFFICE
101-253-716.000 TREASURER'S OFFICE
101-265-716.000 TWP BUILDING & GROUNDS
101-301-716.000 PD DEPT.
101-325-716.000 DISPATCH DEPT.
101-336-716.000 FIRE DEPT
101-371-716.000 BUILDING DEPT.
596-528-716.000 SOLID WASTE DEPT.
588-596-716.000 SENIOR TRANS
592-536-716.000 PUBLIC SERVICES
592-537-716.000 DPW
101-262-716.000 ELECTIONS
101-191-716.000 FINANCE DEPT
101-351-716.000 JAIL (RECORDS/FOIA)

Invoice Amount: \$26,947.93

Check Date: 10/13/2021

1,032.04
600.77
1,334.35
1,263.25
273.84
5,646.16
2,193.85
6,386.77
1,315.34
340.09
245.91
887.07
3,866.25
322.88
925.80
313.56

ALERUS FINANCIAL

MERS - DC FT EMPLOYEES -- EMPLOYEE CONTRI

101-000-238.000 MERS EMPLOYEE PRE TAX
101-000-238.000 MERS EMPLOYEE POST TAX
101-000-238.000 LOANS

Invoice Amount: \$8,699.65

Check Date: 10/13/2021

7,511.13
714.85
473.67

ALERUS FINANCIAL

MERS-457 PLAN - ALL EMPLOYEES 10-8-2021 PA

101-000-239.000 457 CONT. PRE-TAX
101-000-239.000 457 CONT. ROTH POST-TAX

Invoice Amount: \$23,576.95

Check Date: 10/13/2021

22,700.15
876.80

A T & T

AUGUST 2021 PAYMENT - ACCT. 734-453-4461-6

101-336-850.000 Fire
101-673-850.000 Twp. Hall
101-751-850.000 Parks
592-537-850.000 DPW

Invoice Amount: \$435.00

Check Date: 10/13/2021

147.90
34.80
34.80
217.50

AMERITAS LIFE INSURANCE CORP.

AMERITAS-RETIREE-DENTAL- OCTOBER 2021 --

101-261-875.000 GENERAL RETIREES
101-301-875.000 POLICE RETIREES
101-325-875.000 DISPATCH RETIREE
101-336-875.000 FIRE DEPT. RETIREES
592-536-875.000 DPS CLERICAL RETIREE
592-537-875.000 DPW - RETIREE

Invoice Amount: \$4,252.16

Check Date: 10/13/2021

747.72
954.36
66.28
2,015.56
35.28
432.96

Charter Township of Plymouth AP Invoice Listing - Board Report

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VENDOR INFORMATION

INVOICE INFORMATION

ADP INC		Invoice Amount:	\$4,302.78
ADP - SEPTEMBER 2021 - # 589970799 (DETAILS)		Check Date:	10/13/2021
101-261-831.000	SEPTEMBER 2021 - # 589970799		4,302.78
BLUE CROSS/BLUE SHIELD OF MICHIGAN		Invoice Amount:	\$1,962.00
SEPT & OCT 2021 SHANNON RICHARDSON COVE		Check Date:	10/13/2021
101-325-718.000	SHANNON RICHARDSON COVERAGE 9/21		981.00
101-325-718.000	SHANNON RICHARDSON COVERAGE 10/21		981.00
C.O.A.M. - PLYMOUTH TOWNSHIP		Invoice Amount:	\$308.56
COAM UNION DUES -OCTOBER 2021		Check Date:	10/13/2021
101-000-240.305	HOFFMAN, MARC		77.14
101-000-240.305	KREBS, RYAN		77.14
101-000-240.305	RUPARD, BRYAN		77.14
101-000-240.305	FRITZ, MICHAEL		77.14
COMCAST		Invoice Amount:	\$218.40
FIRE INTERNET STATION 3 -OCTOBER 2021 ACC		Check Date:	10/13/2021
101-336-852.000	OCTOBER 2021 FIRE INTERNET STA #3		218.40
CONSUMERS ENERGY		Invoice Amount:	\$2,147.05
MONTHLY CHGS - AUGUST 2021		Check Date:	10/13/2021
101-171-921.000	SUPERVISOR		119.66
101-228-921.000	INFO SERVICES		100.96
101-257-921.000	ASSESSING		41.13
101-215-921.000	CLERK		170.96
101-253-921.000	TREASURER		61.70
101-301-921.000	POLICE		519.77
101-325-921.000	DISPATCH		194.45
101-336-921.000	FIRE DEPT		289.01
101-371-921.000	BUILDING		147.71
101-701-921.000	COMM DEVELOPMENT		11.22
101-751-921.000	PARK		60.05
596-528-921.000	UTILITIES-SOLID WASTE		5.61
592-537-921.000	POWER & PUMPING-DPW		19.92
592-536-921.000	DPW - WATER & SEWER		170.14
101-351-921.000	CORRECTIONS & JAIL		158.92
101-265-921.000	TOWNSHIP HALL		3.74
101-673-921.000	UTIL - SENIOR SERVICES		5.61
101-191-921.000	FINANCE		66.49
CONSUMERS ENERGY		Invoice Amount:	\$130.21
MONTHLY CHGS - NOVEMBER 2021 DPW ONLY		Check Date:	10/13/2021
592-537-921.000	DPW-ACCT. # 1000-2645-6283		110.30
592-537-921.000	DPW - ACCT. 3 1000-2645-6408		19.91
CONSUMERS ENERGY		Invoice Amount:	\$15.00
MONTHLY CHGS -SEPTEMBER 2021 (ATTACHED)		Check Date:	10/13/2021
592-537-921.000	ACCT #1000-6777-1970-- 47755 5 MILE 9/21		15.00
DTE ENERGY		Invoice Amount:	\$5,345.35
STREET LIGHTS - SEPTEMBER 2021 -- ACCT # 91		Check Date:	10/13/2021
101-441-923.000	STREET LIGHTS - SEPT, 2021		5,345.35
FIDELITY SECURITY LIFE INSURANCE CO		Invoice Amount:	\$639.47
EYEMED - RETIREES OCTOBER 2021 (SPREADSH)		Check Date:	10/13/2021
101-261-875.000	GENERAL RETIREES		119.42

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VENDOR INFORMATION

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101-301-875.000	POLICE DEPT. RETIREES	161.85
101-325-875.000	DISPATCH RETIREE	10.81
101-336-875.000	FIRE DEPT. RETIREES	271.15
592-536-875.000	PUBLIC SERVICES RETIREES	5.69
592-537-875.000	PUBLIC WORKS RETIREES	70.55

HARTFORD, THE

THE HARTFORD-INSURANCE PREMIUM STATEME

Invoice Amount: \$5,914.84

Check Date: 10/13/2021

101-171-718.000	SUPERVISOR DEPT	123.87
101-191-718.000	FINANCE DEPT	124.94
101-215-718.000	CLERK DEPT	177.77
101-228-718.000	INFORMATION SYSTEMS DEPT	70.70
101-253-718.000	TREASURY DEPT	169.65
101-262-718.000	ELECTIONS DEPT	48.29
101-265-718.000	BUILDING & GROUNDS DEPT	40.75
101-301-718.000	POLICE DEPT	1,867.60
101-325-718.000	DISPATCH/COMMUNICATIONS DEPT	711.77
101-336-718.000	FIRE DEPT	1,544.14
101-351-718.000	JAIL/CORRECTIONS DEPT	43.21
101-371-718.000	BUILDING DEPT	218.24
588-596-718.000	TRANSPORTATION DEPT	38.95
592-536-718.000	PUBLIC SERVICES DEPT	135.56
592-537-718.000	PUBLIC WORKS DEPT	549.14
596-528-718.000	RUBBISH COLLECTION DISPOSAL DEPT	50.26

P.O.A.M. - PLYMOUTH TOWNSHIP

POAM & DISPATCH UNION DUES -OCT.2021 (2 S

Invoice Amount: \$2,194.40

Check Date: 10/13/2021

101-000-240.301	POAM Union Dues	1,619.94
101-000-240.325	Dispatch Union Dues	574.46

Pagel, Richard

ISSUE AP CHECK FOR PROLL CK 22136 8/19

Invoice Amount: \$291.10

Check Date: 10/13/2021

101-000-232.000	ISSUE AP CHECK FOR PAYROLL CHECK 22131S	291.10
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TEAMSTER LOCAL # 214

TEAMSTER LOCAL #214 OCTOBER 2021 (DETAIL

Invoice Amount: \$534.00

Check Date: 10/13/2021

101-000-240.592	Bartlett, James	59.00
101-000-240.592	Kitchen, Spencer	59.00
101-000-240.592	Krueger, Randy	62.00
101-000-240.592	Melow, Steven	62.00
101-000-240.592	Nelson, David	59.00
101-000-240.592	Overaitis, Joseph	59.00
101-000-240.592	Pumphrey, Z	59.00
101-000-240.592	Scholten, James	59.00
101-000-240.592	Thomas, James	56.00

TECHNICAL, PROFESSIONAL AND OFFICE-

TPOAM UNION DUES - SEPTEMBER 2021

Invoice Amount: \$542.50

Check Date: 10/13/2021

101-000-240.000	BONO, JENNIFER A.	46.50
101-000-240.000	DOOLEY, DEB	15.50
101-000-240.000	GORDON, CHERYL	31.00
101-000-240.000	HAACK, DAVID	31.00
101-000-240.000	VOLPE, ANNE	31.00
101-000-240.000	LATAWIEC, KELLY	31.00
101-000-240.000	LECLAIR, DIANE L.	31.00
101-000-240.000	WASIL, BRETT	31.00
101-000-240.000	MARTIN, CAROL R.	31.00
101-000-240.000	PALMARCHUK, CHERI	31.00

Charter Township of Plymouth

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VENDOR INFORMATION**INVOICE INFORMATION**

101-000-240.000	TRUESDELL, MARY ANN	15.50
101-000-240.000	VISEL, SARAH J.	31.00
101-000-240.000	DAN ATKINS	15.50
101-000-240.000	CAROL MACDONELL	15.50
101-000-240.000	GLENN MILLER	31.00
101-000-240.000	HALSTEAD, ANNA	31.00
101-000-240.000	TERRELL, DENISA	31.00
101-000-240.000	DREITS, SARAH	31.00
101-000-240.000	DEVOTO, CLAUDIA	15.50
101-000-240.000	RICHARDSON, MIKE	15.50

WOW! BUSINESS

POLICE DEPT. SERVICE CHGS - OCTOBER 2021 A

101-301-852.000

Invoice Amount:**\$10.00****Check Date:****10/13/2021**

POLICE DEPT SOCTOBER 2021

10.00

Total Amount to be Disbursed:**\$88,841.52**



CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

MEETING DATE: October 26, 2021

ITEM: Annual Economic Development Update Presentation

PRESENTERS: Economic Development Consultant Gary Heitman, Planning Consultant Haw

BACKGROUND: Gary Heitman and Laura Haw would like to make their annual presentation to the Board regarding economic development in the Township, focusing on new developments, challenges/setbacks, and what to expect in 2022. We will also be happy to answer any questions you might have regarding specific properties and projects in the Township and City.

PROPOSED MOTION: None required; presentation only.



CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

MEETING DATE: October 26, 2021

ITEM: Solid Waste Collection Services – Request for Bids

PRESENTERS: Supervisor Heise, Attorney Bennett

BACKGROUND: In 2015, the Township executed an agreement for solid waste disposal with Rizzo Environmental of Warren, Michigan, for a 7-year term. In 2017 the contract was assumed by “Green For Life” (GFL) Environmental, headquartered in Toronto, Canada, amidst a string of criminal indictments and convictions of most of Rizzo’s top leadership. Our contract with GFL expires in September of 2022.

As solid waste collection and recycling of household waste are among the most important functions of local government, I would like to issue a Request for Bids (RFB) for Solid Waste Collection Services to see what is available in our market and to encourage competition, value, and innovation among our local providers for the benefit of our citizens.

The bidding, review, and selection process will continue through most of next year, with interviews to be conducted by the Board, and Board approval of a final contract to be drafted and negotiated by our attorney pursuant to Township Ordinance. This will be a fully transparent process; your input and advice are encouraged.

Attached is the RFB which has been reviewed by myself, Solid Waste Coordinator Sarah Visel, and Attorney Kevin Bennett. Members of our Environmental Leadership Commission have also made suggestions to the document.

PROPOSED MOTION: I move that that the Board of Trustees authorize the Township Supervisor to advertise for bids for a vendor for Solid Waste Collection Services, pursuant to the attached Request for Bids.

REQUEST FOR BIDS

Residential Refuse, Recycling and Yard Waste Services

Charter Township of Plymouth, Michigan

November 2021



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B. Example Performance Bond	
C. Residential Refuse, Recycle & Yard Waste Volume Reports	
D. Routes of Collection	
E. Current Location & Size of Stationary Recycle Containers on Township Properties	
F. Solid Waste Ordinance	

NOTICE OF REQUEST FOR BIDS

Residential Refuse, Recycling and Yard Waste Services Charter Township of Plymouth

NOTICE IS HEREBY GIVEN that the Charter Township of Plymouth is seeking priced Bids from qualified Bidders to provide all of the following services:

- Residential Refuse Collection and Disposal;
- A Residential Recycling Program;
- A Residential Yard Waste Program;
- Servicing of Stationary Recycling Container(s); and
- Related Waste Services as Described in the Bidding Documents.

The above services shall be provided for a period of five (5) years. The Charter Township of Plymouth currently services approximately 8,800 single family residential units for residential refuse, recycling and yard waste, and has an estimated population of approximately 28,000 persons. The following represents the appropriate loads of waste for 2018, 2019 and 2020:

YEAR	AVERAGE MONTHLY NUMBER OF HOUSEHOLDS	AVERAGE MONTHLY RESIDENTIAL REFUSE VOLUME IN TONS	AVERAGE MONTHLY RECYCLE VOLUMES IN TONS	AVERAGE MONTHLY YARD WASTE VOLUMES IN TONS
2018	8762	628	212	494
2019	8774	624	185	438
2020	8815	738	191	335

All Bids shall be made on the Bid Form and in accordance with Instructions to Bidders furnished by the Charter Township of Plymouth. Each Bid shall be submitted in a sealed envelope and plainly marked, **"Bid for Residential Refuse, Recycling and Yard Waste Services."**

Bids shall be submitted **on or before Friday, April 22, 2022, 10:00 AM** to the following address:

**Office of the Township Clerk
Charter Township of Plymouth
9955 N. Haggerty Road
Plymouth, Michigan 48170**

ANY BID RECEIVED AFTER THE DATE AND TIME SPECIFIED ABOVE SHALL NOT BE CONSIDERED.

Bidding documents are available for pick-up only (no mail delivery) at the Office of the Clerk, Plymouth Township Hall, 9955 N. Haggerty Road, Plymouth, MI 48170 or by registering with the Michigan Inter-governmental Trade Network (MITN) at www.govbids.com/scripts/mitn/Public/home1.asp.

Michigan State Act PA 517 of 2012, Iran Economic Sanctions Act, requires notification that Iran-linked businesses may not bid on this Contract. Successful bidders will be required to provide certification that they are not an Iran-linked business.

Bids will be publicly opened and available for review at 10:05 AM on April 22, 2022 at the Charter Township of Plymouth Town Hall Board Meeting Room located at 9955 N. Haggerty Rd, Plymouth, MI 48170.

Questions should be directed to Sarah Visel, at 734-414-1452 Charter Township of Plymouth, Solid Waste Department.

Bids must be submitted with a Bid Bond of \$185,000.00 executed by a Surety Company licensed and admitted doing business in the State of Michigan and acceptable to the Township.

No Bidder may withdraw his/her Bid within ninety (90) days after the date set for receipt of Bids.

The defined terms appearing in the General Specifications apply to all Bidding Documents.

Bids shall be fixed prices as specified on the Bid Form. No variable fees, e.g. fuel recovery fees, recycle commodity fees, etc. will be considered by the Township.

A Pre-Bid Meeting for all interested parties has been scheduled for Friday, March 18, 2022 at 10:00 AM. The meeting will be held in the Charter Township of Plymouth Town Hall Meeting Room located at 9955 N. Haggerty Road, Plymouth, MI 48170.

The Township reserves the right to reject any or all Bids, to waive irregularities and/or informalities in any Bid, and to make an award in any manner, consistent with law, deemed in the best interest of the Township.

INSTRUCTIONS TO BIDDERS

Residential Refuse, Recycle and Yard Waste Services Charter Township of Plymouth

The Township is seeking Bids from qualified bidders to provide residential refuse, recycling and yard waste services. These services shall be provided for a total of five (5) years per Township Ordinance.

The Charter Township of Plymouth currently services approximately 8,800 units for solid waste, recycling and yard waste and has an estimated population of approximately 28,000 persons. Please see Appendix C, Residential Refuse, Recycle & Yard Waste Volume Reports for the volumes collected in 2018, 2019, and 2020.

1. CONTRACT START DATE

The Contract will be effective upon the execution of the Agreement with the first scheduled curbside collection to begin on October 3, 2022.

2. ALTERNATE BIDS

The Township encourages each Bidder to be creative and based on his/her expertise provide the Township with an alternate bid in addition to the base bid specified in this Request for Bids.

The alternate bid may include modifications to the requirements outlined in this Request for Bids regarding methods of operation, recycling options, process or key elements of service (e.g., Routes). However, the overall objective of the specifications shall be maintained; the alternate bid shall result in a substantial cost savings to the Township and promote convenience to the customer, the citizens of the Township.

Bidders submitting an alternate bid shall also submit a base bid for work specified in this Request for Bids by completing the Bid Form included in this Request for Bids; The Township will consider an alternate bid only after reviewing the Bidder's base bid (i.e., completed bid form included in this Request for Bids). Since the Township may select either bid, each bidder shall be capable of performing the work as specified in the base bid and alternate bid.

Alternate bids shall include specific detail information including but not limited to the following:

- Identification and description of the proposed process/method of operation;
- Practical difficulties of the proposed process/method of operation;
- Proposed modifications to requirements specified in the General Specifications included in this Request for Bids;
- Comparison between proposed process/method of operation and the process/method of operation specified in this Request for Bids;
- Comparison of costs between proposed process/method of operation and the process/method of operation specified in this Request for Bids; and
- Cost Savings and Efficiency Improvements of proposed process/method of operation.

Both the base and alternate bids are due on the Bid Due Date specified in this Request for Bids.

3. PREPARATION OF THE BID

All Bids shall be made on the Bid Form attached hereto and shall give the amount of Bids for work in both words and figures and must be signed by the Contractor as Bidder.

All blank spaces in the Bid Form together with appropriate schedules must be completed in full in ink or typewritten in both words and figures.

A detailed cost Bid is to be submitted by each firm interested in providing all of these services.

Bids shall be fixed annual prices as specified on the Bid Form. No variable fees e.g., fuel recovery fees, recycle commodity fees, etc. will be considered by the Township.

4. BID SECURITY AND EVIDENCE OF INSURANCE

Each Bid must be submitted with a Bid bond of \$185,000.00 executed by a Surety Company licensed and admitted to conduct business in the State of Michigan and acceptable to the Township.

Each Bid must also be accompanied by a letter from an Insurance company satisfactory to the Township stating that Certificates of Insurance evidencing the coverage set forth in the General Specifications will be furnished prior to execution of the Contract.

5. SECURITY FOR PERFORMANCE

The Bid shall be accompanied by a letter from a Corporate Surety satisfactory to the Township stating that the Performance Bond as set forth in the General Specifications will be furnished by it to the person submitting the Bid in the event it is the successful Bidder. Such letter is to be signed by an authorized representative of the Surety together with a certified and effectively dated copy of the Power of Attorney attached thereto; **or**

The Bid shall be accompanied by a letter from a Michigan Bank stating that a Letter of Credit as set forth in the General Specifications will be furnished by it to the person submitting the Bid in the event it is the successful Bidder. Such letter is to be signed by an authorized representative of the Bank together with a certified and effectively dated copy of the Power of Attorney attached thereto.

6. SUBMISSION REQUIREMENTS

All Bids shall be made on the Bid Form and in accordance with Instructions to Bidders furnished by the Charter Township of Plymouth. Each Bid shall be sealed and plainly marked.

BIDS MUST BE DELIVERED TO AND BE ON FILE WITH:

**Office of the Township Clerk
Charter Township of Plymouth
9955 N. Haggerty Road
Plymouth, Michigan 48170**

ON OR BEFORE APRIL 22, 2022, 10:00 AM.

**ANY BID RECEIVED AFTER THE TIME AND DATE SPECIFIED ABOVE SHALL NOT
BE CONSIDERED**

The envelope containing the Bid must be sealed and plainly marked **“Bid for Residential Refuse, Recycling and Yard Waste Services.”**

Bids will be publicly opened and available for review at 10:05 AM on April 22, 2022 at the Charter Township of Plymouth Town Hall Board Meeting Room located at 9955 N. Haggerty Rd, Plymouth, MI 48170.

7. PUBLIC ACT 517 COMPLIANCE

Pursuant to Michigan Public Act 517 of 2012, any Bidder that submits a bid on a request for bids with Plymouth Township shall certify that it is not an Iran linked business. An Iran linked business is not eligible to submit a bid on a request for bids with the Township.

8. PRE-BID MEETING

A Pre-Bid Meeting for all interested parties has been scheduled for **March 18, 2022 at 10:00 AM**. The meeting will be held in the Charter Township of Plymouth Town Hall Meeting Room located at 9955 N. Haggerty Road.

9. SCOPE OF WORK

The work under this Contract shall consist of the items contained in the Bidding Documents including all incidental items necessary to complete all tasks and services specified in the General Specifications in a safe, efficient and cost-effective manner.

10. CONDITIONS

Each Bidder shall fully acquaint themselves with conditions relating to the scope and restrictions attending the execution of the Work under the Contract. Bidders shall thoroughly examine and be familiar with the General Specifications, the geographic area of the Township including the physical conditions and layout, quantities of previous years solid waste pickups, current pick-up schedules and all other features and functions which could impact the service to the Township residents. Appendix C contains volume figures for the 2018, 2019 and 2020 years to assist the bidder in gaining a full understanding of the tasks required to provide the requested services to the Township.

11. ADDENDA AND EXPLANATIONS

If Bidder requires explanations regarding this Request for Bids it shall be made in writing and if explanations are necessary a reply shall be made in the form of an Addendum, a copy of which will be forwarded to each Bidder. Every request for such explanation shall be in writing addressed to Sarah Visel, Solid Waste Department, Charter Township of Plymouth, 9955 N. Haggerty Rd., Plymouth, Michigan, 48170.

Addenda issued to Bidders prior to date of receipt of Bids shall become a part of the Contract Documents, and all Bids shall include the work described in the Addenda.

No inquiry received within five (5) days of the date fixed for the submission and opening of Bids will be given consideration.

12. NAME, ADDRESS AND LEGAL STATUS OF THE BIDDER

The Bid must be properly signed in ink and the address of the Bidder given. The legal status of the Bidder, whether corporation, partnership, individual, etc. shall also be stated in the Bid.

13. ADDITIONAL INFORMATION

The Township of Plymouth shall require submission with the Bid of supporting data regarding the qualifications of the Bidder in order to determine whether it is a qualified responsible Bidder. The Bidder shall furnish the following information:

- (a) An itemized list of the Bidder's equipment (year of equipment and condition of equipment) available for use on the Contract.
- (b) A copy of the latest available certified financial statement of the Bidder.
- (c) Evidence that the Bidder is in good standing under the laws of the State of Michigan.
- (d) Evidence, in form and substance satisfactory to the Township, that Bidder (and Bidder's subsidiaries or affiliates) has been in existence as a going concern in excess of five (5) years and possess not less than five (5) years actual operating experience as a going concern in refuse collection and disposal.
- (e) Completed Contractor Questionnaire.

In the event that the Township shall require additional certified supporting data regarding the qualifications of the Bidder in order to determine whether he/she is a qualified responsible Bidder, the Bidder shall be required to furnish any or all of the following information sworn to under oath:

- (a) Evidence that the Bidder is capable of commencing performance as required in the Contract Documents.
- (b) Evidence, in form and substance satisfactory to the Township, that Bidder possesses as a going concern the managerial and financial capacities to perform all phases of the work called for in the Contract Documents.
- (c) Evidence, in form and substance satisfactory to the Township, that Bidder's experience as a going concern in refuse collection and disposal derives from operations of comparable size to that contemplated by the Contract Documents.
- (d) Such additional information as will satisfy the Township that the Bidder has adequate ability and resources to fulfill the Contract.

14. QUANTITIES

The Township currently has approximately **8,800** Residential Units serviced under the existing Contract. This figure does not include apartment units but does encompass several cluster housing and condominium complexes. The Township makes no representation or guarantees that the number of units will remain the same. It is anticipated that some construction of new residential dwellings will occur for the next few years.

15. DISPOSAL SITES

The Bidder shall indicate on the Bid the name and location of the Disposal Site(s) which the Bidder intends to use to perform the Contract including Recyclables Processing (Material Recovery) Facilities and Compost Site(s). Bidder shall arrange tours and/or inspections of disposal and recycling sites as requested by the Township.

The Proposed Disposal Charges shall be for the period of the Contract. The Bid shall show that a contract with a licensed landfill has been obtained which shall indicate that landfill charges will remain constant over the period of the contract with provision for annual adjustments to the contract which are tied to reasonable consumer price indices. The Bid shall also show that the landfill site is accessible and large enough to accept the quantity of waste to be generated by the Township.

The designated compost site can be the Contractor's site and managed by the Contractor or the Contractor must have access to a compost site capable of accepting and managing the quantity of yard waste material generated by the Township.

16. COMPUTATION OF CHARGES

The basis for assessing charges for collection, transportation and disposal shall be per residential unit per month.

Bids shall be fixed annual prices as specified on the Bid Form. No variable fees e.g., fuel recovery fees, recycle commodity fees, etc. will be considered by the Township.

17. AWARD OF CONTRACT

The Township reserves the right to either reject any or all Bids or to negotiate individually with one or more firms and to select a firm with which to contract for these services on the basis of all factors.

GENERAL SPECIFICATIONS

Residential Refuse, Recycling and Yard Waste Services Charter Township of Plymouth

1.0 DEFINITIONS

- 1.1 **Bags – Plastic** Plastic sacks designed to store residential refuse for pick up. The plastic bag shall have sufficient wall strength to maintain physical integrity when lifted by the top. Total weight of a bag when filled shall not exceed fifty (50) lbs. Plastic bags shall not be used for the collection of compostables.

Bags – Compost Compostables will not be accepted in plastic bags. Bags for compostables are defined as the 30-gallon paper yard waste bags available at various retailers throughout the Township.

- 1.2 **Building Refuse** Shall mean waste materials from the demolition, construction, remodeling and repair operations of residences (also referred to as construction debris), a small amount of which shall be accepted by the Contractor as the normal amount of refuse from households.

- 1.3 **Bulky Waste** Large items such as stoves, refrigerators, water tanks, washing machines, furniture and other waste materials other than large quantities of building refuse, dead animals, hazardous waste or stable matter with weights or volumes greater than allowed for containers. Freon removal from refrigeration units shall be the responsibility of the Contractor including all costs associated with such removal.

- 1.4 **Bundles** Wood debris, heavy brush and branches (up to four inches in diameter) securely tied together forming an easily handled package not exceeding three feet in length or weighing more than fifty (50) lbs.

- 1.5 **Cart** A roll out container of 64/65 gallon or 95/96-gallon size provided by Contractor for automatic/semi-automatic collection of residential refuse or recyclables.

- 1.6 **Christmas Trees** Christmas trees shall be picked up on the composting schedule according to the following schedule:

YEAR	FIRST COLLECTION DAY	LAST COLLECTION DAY
2023	Monday, January 2	Friday, January 13
2024	Tuesday, January 2	Friday, January 12
2025	Monday, January 6	Friday, January 17
2026	Monday, January 5	Friday, January 16
2027	Monday, January 4	Friday, January 15

After the composting schedule is completed Christmas Trees will continue to be collected as rubbish as allowable by state law.

- 1.7 **Compostables (Yard Waste)** Residential yard waste, such as lawn clippings, leaves, vegetative pruning, brush clippings and garden waste.

Compostables shall be collected same day as refuse according to the following composting schedule:

YEAR	FIRST COLLECTION DAY	LAST COLLECTION DAY
2022	Monday, October 3	Friday, January 13, 2023
2023	Monday, April 3	Friday, January 12, 2024
2024	Monday, April 1	Friday, January 17, 2025
2025	Monday, March 31	Friday, January 16, 2026
2026	Monday, March 30	Friday, January 15, 2027
2027	Monday, April 5	Friday, October 1, 2027

- 1.8 **Container** A receptacle with a capacity of greater than 20 gallons but less than 35 gallons constructed of plastic, metal or fiberglass. The weight of a container and its contents shall not exceed fifty (50) pounds.
- 1.9 **Contract Documents** Agreement, Contractor's Bid Form, General Specifications, Contractor Questionnaire, Performance Bond/Performance Letter of Credit, and any appendices, addenda or changes to the foregoing documents.
- 1.10 **Contractor** The person, corporation or partnership performing residential refuse collection and disposal, recycling and composting under contract with the Township.
- 1.11 **Disposal Charge** The Disposal Charge shall be incorporated as part of the Residential Refuse Collection and Disposal Cost for the life of the Contract.

The Bid shall show that a contract with a licensed landfill has been obtained which shall indicate that landfill charges will remain constant over the period of the contract with provisions of annual adjustments to the contract which are tied to reasonable consumer price indices. Further the Contractor shall guarantee that the landfill site is accessible and large enough to accept the quantity of waste to be generated by the Township for the life of the Contract.

- 1.12 **Disposal Site** A refuse depository including but not limited to sanitary landfills, transfer stations, and waste processing/separation centers licensed, permitted or approved by all governmental bodies and agencies having jurisdiction and requiring such licenses, permits or approvals to receive refuse for processing final disposal.
- 1.13 **Food Waste/Garbage** Residential rejected food wastes, including wastes accumulation of animal, fruit or vegetable matter used or intended for food or that attends the preparation, use, cooking, dealing in or storing of meat, fish, fowl, fruit or vegetables.
- 1.14 **Producer** An occupant of a Residential Unit who generates residential refuse, recyclables and compostables.

- 1.15 Record Keeping** For evaluation purposes, the Contractor shall keep accurate records of the weight of the materials delivered to the landfill(s), material recovery facilities and compost site. Residential refuse, recyclables and compostables shall be reported in tons. Copies of records for residential refuse, recycling and compost are to be supplied to the Township on a monthly basis.
- 1.16 Recyclables** Newsprint (entire contents), glass bottles and jars, #1, #2, #4, #5 and #7 plastics, steel, tin and aluminum cans, junk mail, magazines, telephone books, corrugated cardboard, paperboard/boxboard, and empty aerosol cans. Additional items may be added as agreed to by the Township and the Contractor.
- 1.17 Residential Refuse** Garbage, rubbish, bulky waste/large item(s), small amounts of building refuse, and stable matter generated by a producer at a residential unit; also referred to as solid waste, residential solid waste.
- 1.18 Residential Unit** Residential Unit shall be defined as one or more family dwelling units that place their refuse out for collection, at curbside, in approved containers or bags.
- 1.19 Revenues** All revenues from recycling materials shall be retained by the Contractor.
- 1.20 Rubbish** The miscellaneous solid waste material resulting from housekeeping shall include: appliances, cold ashes, box springs, boxes (packing), cartons, clothing (to include shoes and boots), dishes, excelsior, floor sweepings, furniture (large and small pieces), glassware, hot water heaters, leather, magazines, mattresses, metal furniture, mineral and metallic substances, packaging materials, paper, pasteboard, rags, small amounts of building materials, waste wood, wood products, yard waste (when not collected for composting), straw, domestic pet manure (securely contained/wrapped or otherwise protected from coming into direct contact with the hauler) and any and all other waste materials not included in the definition of Bulky Waste, Building Refuse, Dead Animals, Garbage, Hazardous Waste or Stable Matter.

- 1.21 **Stable Matter** All manure and other waste matter normally accumulated in or about a stable, or any animal, livestock or poultry enclosure, and resulting from the keeping of animals, poultry or livestock. Domestic pet manure shall not be considered stable matter.
- 1.22 **Yard Waste** The miscellaneous waste material resulting from landscaping a home which shall include garden waste materials and incidental or minor planting.
- 1.23 **Customer Relationship Management System (CRM)** Software system providing real-time interface between contractor and the Township and/or residents.

2.0 SCOPE OF WORK

The Work under this Contract shall consist of the items specified in the Contract Documents, including all the supervision, materials, equipment, labor and all other items necessary to complete specified Work in a safe, efficient and cost-effective manner. Work shall include the following services:

- 2.1 **Residential Refuse** Non-automated, automated or semi-automated collection (pending a decision by the Township based on proposals received for these levels of service) described as follows:

NON-AUTOMATED COLLECTION: Curbside hand collection based on current service. Customers will be required to provide their own container(s) or plastic bag(s). See also Sections 1.1 and 1.8 of General Specifications.

AUTOMATED/SEMI-AUTOMATED COLLECTION: Curbside collection: Contractor shall provide a roll out cart to each residential unit compatible with the automated/semi-automated system it proposes to use. See also Sections 4.0 through 7.0 of General Specifications.

For automated/semi-automated collection, Contractor shall collect any additional residential refuse placed in plastic bags and adjacent to the cart by a residential unit in the event the residential unit's refuse volume exceeds the capacity of the cart.

Collection, transportation and disposal of residential refuse shall be on a weekly basis – year-round. Disposal shall be at an approved disposal site in accordance with Act 451 of the Michigan Public Acts of 1994.

The collection of residential refuse shall be coordinated with other collection services so that all occur on the same day of the week.

- 2.2 **Residential Recycling** Automated or semi-automated collection based on current service described as follows:

AUTOMATED/SEMI-AUTOMATED COLLECTION: Curbside collection; Contractor shall provide a roll out cart to each residential unit compatible with the automated/semi-automated system it proposes to use. See also Sections 4.0 through 7.0 of General Specifications.

Residential recycling shall be a co-mingled recycling program to all residents to whom the Contractor provides residential refuse collection services.

Contractor shall collect on a weekly basis year-round and delivery to a materials recovery (processing) facility and an educational program.

The collection of recyclables shall be coordinated with other collection services so that all occur on the same day of the week.

Collected materials will be taken by the Contractor to a materials recovery facility, acceptable to the Township, where they will be processed and marketed. The Contractor will agree to market all materials collected at curbside to the best possible recycling companies/markets and will not deposit the materials collected into a landfill or incineration/disposal facility, thus assuring the proper recycling of the materials collected.

- 2.3 Residential Yard Waste** Compostables/Yard Waste shall be collected from approved containers or paper bags provided by each residential unit or tied bundles prepared by each residential unit.

Contractor shall collect on a weekly basis and per the composting schedule in Section 1.7 of General Specifications.

The collection of compostables/yard waste shall be coordinated with other collection services so that all occur on the same day of the week.

Compostables/yard waste are not to be mixed with any other refuse or recyclables.

Weekly curbside pick-up of compostables/yard waste and delivery to a registered composting site constructed and operated in compliance with all local, state and federal laws and regulations.

Contractor shall have written documentation from Contractor's designated compost disposal site indicating that Contractor has access to site and site is capable of accepting and managing the quantity of compostables/yard waste generated by the Township.

Landfilling or other means of disposal may be permissible only subject to a change in legislation.

- 2.4 Large Item (Bulky Waste) Collection and Disposal** The Contractor shall collect and dispose of all large items from all residential unit locations within the Township on a weekly schedule on the same day as the regularly scheduled pickup or within 24 hours.

Large items shall include but not be limited to the following household discards: dryers, furniture, lawn furniture, hot water heaters, refrigerators, storm doors, stoves, washers, windows and similar household items and a small amount of building refuse. See also Section 1.3 of General Specifications.

Large items not included shall be large amounts of building refuse, bricks, concrete blocks and large quantities of furnishings and materials resulting from fire, basement flooding or similar occurrences.

Should the question arise whether an object to be picked up falls under this contract, the Supervisor of the Township or his designated representative shall make the final decision.

The Contractor shall be required to make provisions for a separate collection of large items not included in this definition on a cost basis to the resident.

- 2.5 Special Disposal Needs** In the event of damage due to storms or other special disposal needs, Township may request collection and disposal services (the use of collection vehicles with drivers and laborers). Contractor shall be compensated at the hourly rates as quoted in the Contractor's Bid Form.

- 2.6 Stationary Recycle Container** Contractor shall service one (1) thirty (30) yard roll-off recycle container owned by Township. Service shall include collection and delivery to a materials recovery facility for processing.

- 2.7 Location of Carts, Containers, Bags, Bundles for Collection** Each cart, container, bag, recycle container, and bundle shall be placed at curbside for collection. Curbside refers to the portion of the right-of-way adjacent to paved or traveled Township roadways (including alleys). Carts, containers, bags, recycle containers, and bundles shall be placed as close to the roadway as practicable without interfering with or endangering the movement of vehicles or pedestrians.

Containers and bags holding residential refuse shall be set apart from recycle containers and compost bags and/or containers.

Contractor shall return all containers to an upright position and the location in which it was found.

- 2.8 Voluntary Disposal of Food Waste/Garbage** Contractor is encouraged to provide to the Township a plan for voluntary disposal of household food waste ('garbage' as defined above) for an additional fee to be charged to the homeowner, either as a curbside service, 'door to door' collection or other means.

3.0 OPERATION

- 3.1 General** Contractor shall collect and transport all residential refuse, recyclables, and compostables which a Residential Unit may desire to have removed and for which the Township through this Contract and its ordinances, rules and regulations has authorized the Contractor to so collect and transport for the price herein.

All collection, transportation and disposal activities shall conform with all laws and regulations applicable to the Contractor's operation within the Township of Plymouth, the Wayne County Health Department, the State of Michigan and the United States that pertain to such activities.

- 3.2 Day of Collection** Collection shall be scheduled for a five (5) day week except where, due to holidays or unforeseen circumstances, it is necessary to work on Saturday. In no case will collections be allowed on Sunday unless prior approval has been given in writing by the Township Supervisor.

The Contractor shall provide curbside collection service on the same designated day for the collection of Residential Refuse, Recyclables and Compostables to each Residential Unit.

- 3.3 Hours of Collection** Collection of residential refuse, recyclables and compostables shall occur between the hours of 7:00 a.m. and 6:00 p.m. Collection services shall not start before 7:00 a.m. Contractor shall notify the Township in advance for approval to collect after 6:00 p.m.

Carts, containers, bags, recycle containers and bundles shall be placed at the curbside by **7:00 a.m.** by each residential unit on its designated collection day. The Contractor shall make every attempt to collect all wastes by **6:00 p.m.** on the designated collection day.

- 3.4 Routes of Collection** The existing routes and schedule of collection are provided in Appendix D. Existing routes and schedules shall be maintained for the first 6 months of this Contract. The Contractor may, after the initial 6-month period, propose to the Township for approval changes in routes or days of collection. The proposal shall include a detailed comparison of the cost savings to the Township that would occur if the proposed changes are implemented. Upon the Township's written approval of the proposed changes, the Contractor shall notify the affected Residential Units in the following manner:

- **3 WEEKS PRIOR TO APPROVED CHANGE**
 - Local Newspapers shall be contacted; and
 - Direct mail to each Residential Unit explaining change
- **1 WEEK PRIOR TO APPROVED CHANGE**
 - Local Newspapers shall be contacted; and
 - Direct mail to each Residential Unit explaining change

Regular routes shall be established so that collection at each residential unit will be as early as possible on the same day of the week and at the same hour.

- 3.5 Holidays** The following shall be holidays for purposes of this Contract:

New Year's Day	Labor Day
Memorial Day	Thanksgiving
Independence Day	Christmas Day

The Contractor will observe all of the above-mentioned holidays by suspension of collection service on the holiday, but such decision in no manner relieves Contractor of its obligation to provide collection service at least once per week.

If a holiday falls on a collection day, all collections for the remainder of the week will be delayed one day with normal Friday collections completed on Saturday. If the holiday falls on Saturday or Sunday, collection will remain on schedule.

- 3.6 Additions and Deletions** The Contractor shall extend service immediately to any new units that the Township may authorize under the Contract. The Township may increase the number of locations but will not be limited to the present number nor be required to make any additions. The Contractor shall also delete service as directed by the Township. The total units collected, for which the Contractor will be paid, will be adjusted monthly to reflect additions and deletions.

- 3.7 Complaints** Complaints concerning collection and removal of any component of service under the Contract will be received by the Township's Solid Waste Department and a written report made thereof. The Township will notify the Contractor by CRM, telephone, text or email as to the nature of the complaint and the residential address involved. The Contractor agrees that if the complaint involved failure to collect residential refuse, recyclables, or compostables which in regard complies with all requests, unless the collection schedule has been altered due to holiday and unforeseen circumstances, the Contractor shall take immediate action to remedy the problem by 6:00 p.m. of the same day, but in no case shall the complaint remain unresolved for a period greater than 24 hours.

When a dispute arises the Township Supervisor or his/her designee shall make a final determination.

The Contractor will supply the Solid Waste Department a name and phone number of the individual to contact regarding complaints.

The Township will enter all resident complaints into the Contractor's CRM. The Contractor shall rectify such complaints within 24 hours.

The Contractor shall make available to the Township daily, weekly and monthly reports of resident complaints.

For each complaint of failure to make collection from the complainant's container in accordance to the prescribed schedule of collections where correction of such complaint is not made on the designated collection day (as indicated in the time frame above), the Township shall withhold, at its option, from money due to the Contractor the sum of One Hundred Dollars (\$100.00), not as a penalty but as liquidated damages suffered by the Township by such breach of Agreement provided, however, that the sum of such assessments made on or against any established and approved daily route shall not exceed Three Thousand Dollars (\$3,000.00) during any calendar week. However, if this failure to make a route collection becomes impractical or unsafe because of flood, or extremely icy or hazardous conditions of streets, making it impractical or unsafe to move equipment over the same, or any act of God, the breach of Agreement shall be waived by the Township and no assessment of liquidated damages suffered by the Township by such a breach shall be made.

For other complaints, specified in Section 9.00, which the Contractor agrees constitute a breach of the service standards required in this Contract, the Township shall withhold, at its option, the specified monetary amounts, not as a penalty but as liquidated damages suffered by the Township. The Township shall notify the Contractor of such complaint and the Contractor shall have the right to dispute such complaint in writing within one (1) business day of notification of the complaint. When such dispute arises the Township Supervisor or his designee shall make the final determination as to the validity of the complaint.

The parties acknowledge and agree that the harm caused by Contractor's breach under this section would be impossible or very difficult to accurately estimate at the time of contract and that the Liquidated Damages are a reasonable estimate of the anticipated or actual harm that might arise from a Contractor breach.

- 3.8 Collection Equipment** The Contractor shall provide an adequate number of vehicles for regular collection services. All vehicles and other equipment shall be kept in good repair, appearance, and in a sanitary condition at all times. Each vehicle shall have clearly visible on each side the identity and telephone number

of the Contractor.

The vehicles used for collection shall meet the requirements of the Department of Natural Resources for solid waste transporting units and have a completely enclosed watertight body and shall be properly designed so that the wheel to axle loads with a fully loaded body shall not exceed the schedule of weights allowed by the State of Michigan. If it is not possible to stay within the weight limits of the law when fully loaded, the Contractor will be required to reduce the loads until conformation to the law is possible. Sufficient equipment and personnel must be furnished to make one (1) complete collection from the entire Township within five (5) days.

The Contractor shall also provide additional vehicles if needed for special disposal needs and bulky/large items.

The Contractor shall have available standby collections equipment in the event of equipment breakdowns.

The Contractor shall at all times maintain sufficient equipment and personnel to fulfill its obligations herein.

The Contractor shall commence collection services with at least 50% of the fleet no more than 18 months old. All vehicles older than 18 months shall be replaced with newer vehicles within one year of the start of service. Thereafter, the Contractor shall obtain approval from the Township before adding or removing any collection vehicle. The Contractor shall submit a complete list of equipment to be used on this Contract with its bid.

- 3.9 Damage to Property** Contractor shall be responsible for all damage to refuse containers, carts or other public or private property caused by its employees or operation.
- 3.10 Office** The Contractor shall maintain an office or such other facilities through which it can be contacted. It shall be equipped with sufficient telephones and shall have a responsible person in charge from 8:00 a.m. to 4:30 p.m. on regular collection days.
- 3.11 Hauling** All residential refuse, recyclables and compostables hauled by the Contractor shall be so contained, tied or enclosed that leaking, spilling or blowing are prevented. The Contractor shall be responsible to clean up any leakage spill, spillage or blowing debris they cause during their operation. The cleanup shall commence immediately.
- 3.12 Disposal** The charge for disposal and processing shall be included in the rate set forth on the Bid Form for each Residential Unit serviced by the Contractor.
- 3.13 Notification** The Township shall notify all Producers about complaint procedures, rates, regulations, and day(s) for scheduled solid waste collection.
- 3.14 Point of Contact** All dealings, contracts, etc., between the Contractor and the Township shall be directed to the Contractor:

(title of position or office)

and to the Township:

Township Supervisor/Solid Waste and Public Service Coordinator

- 3.15 Service of Private Roads** Within the Township there exist Private Roads which may service a number of residential units. The Contractor shall be responsible to service these residential units along the private roads.

If Contractor deems necessary, Contractor may obtain signed waivers from residents living along private roadways and responsible for maintenance of said roadways relieving Contractor from responsibility for damage done to the private roadways under normal operations.

If waivers are deemed necessary by Contractor, then Contractor is responsible for obtaining pre-approval of waivers by Township and signed waivers from residents.

- 3.16 Contractor's Personnel** The Contractor shall employ only competent and efficient workers. Whenever, in the opinion of the Township, a worker is careless, conducts himself improperly, or causes a violation of the Contract between the Contractor and Township, the Contractor shall, upon the complaint from the Township, remove that employee from the route and shall not return the employee to this Contract without the prior consent of the Township.

The Contractor, its employees and agents will:

- At all times exercise a high degree of care to prevent damage to carts, lids and other personal property of the Township's residents;
- Shall deal with residents in a professional and courteous manner; and
- Will immediately clean up rubbish or refuse spilled by the workers at pick up sites.

4.0 CART SERVICES FOR AUTOMATED/SEMI-AUTOMATED RESIDENTIAL REFUSE AND RECYCLABLE COLLECTION

- 4.1 Standards of Design** The roll out cart shall meet all relevant sections of American National Standards Institute (ANSI) Waste Container Safety Requirements (Z245.30), Waste Container Compatibility Dimensions (Z245.60) and Product Safety Signs and Label Requirements (Z535.4) and be designed such that wastes flow freely out of the cart when dumped by an automated or semi-automated lifting mechanism. Proposed container shall be manufacturer's latest design.
- 4.2 Stability** The cart shall be stable and self-balancing, when in the upright position, either loaded or empty. The cart shall be designed to withstand winds of up to 35 mph when empty. Carts shall be easy for an individual to tilt and roll to position, when fully loaded, while keeping both feet on the ground. Any cart, which is judged as too difficult to tilt when loaded to capacity, will be disqualified. Carts that require a foot fulcrum, to assist in tilting the container are unacceptable. Carts, when empty, shall not overturn when lid is thrown open.
- 4.3 Lift System** Each container shall be equipped with attachment points which make it compatible with the standard American semi-automated bar-locking lifters and fully-automated lifters. The upper lift point shall be integrally molded into the body of the container and suitably reinforced. The cart will be fitted with a freely rotating, corrosion impervious lower lift bar that will rotate 360 degrees on its own axis. The lower lift bar shall be designed to withstand over ten (10) years of lifter operation.

Carts shall be designed to receive and be dumped by both semi-automated and fully-automated truck systems without damage.

- 4.4 Plastic Material** All plastic materials will be 100% recyclable and repairable. Base plastic resin for injection molded carts shall be first quality high density polyethylene and for rotational molded carts shall be linear medium density polyethylene supplied by a national petrochemical producer. Plastic material shall resist deterioration and fading from sunlight and environmental effects for a minimum of ten (10) years.
- 4.5 Lid** The lid shall be 100% molded for maximum life and be configured to ensure that it will not warp, bend, slump, or distort to such an extent that it no longer fits the container properly or becomes otherwise unserviceable. The lid shall be crowned in shape and designed to disallow entry rain, when in a closed position. Living hinges and lid counterweights are unacceptable. Lid latches are unacceptable. The lid will open from a closed position through a full 270-degree arc.
- 4.6 Axle** The axle will be minimum 5/8-inch diameter zinc chromate plated high strength steel, fully supported by cart body. Axle will slide through a minimum of two molded plastic journals in the cart bottom and will not be exposed to contents inside of container.
- 4.7 95/96 Gallon Cart Body Design** The container shall be a minimum ninety-five (95) gallons and maximum ninety-six (96) gallons, excluding the domed lid. Minimum wall thickness for injection molded 95/96-gallon carts shall be 0.175 inches. Minimum wall thickness for rotationally molded 95/96-gallon carts shall be nominal 0.172 inches. The unassembled (resin weight of body and lid only) weight of a 95/96-gallon cart shall be a minimum of 30 pounds and maximum of 34 pounds.
- 4.8 64/65 Gallon Cart Body Design** The container shall be a minimum sixty-four (64) gallons and maximum sixty-five (65) gallons, excluding the domed lid. Minimum wall thickness for injection molded 64/65-gallon carts shall be 0.160 inches. Minimum wall thickness for rotationally molded 64/65-gallon carts shall be nominal 0.164 inches. The unassembled (resin weight of body and lid only) weight of a 64/65-gallon cart shall be a minimum of 23 pounds and maximum of 27.5 pounds.
- 4.9 Bottom** The bottom wall thickness shall be a minimum of 0.185 inches for injection molded carts and 0.160 inches for rotational molded carts. The bottom of the cart will have molded-in wear strip to protect against dragging. Cart base will be impact resistant at all points (four corners and the center) of the base for durability. Screw-on, bolt-on, or pop-on wear guards are unacceptable.

- 4.10 **Wheels** Wheels will be minimum 10 inch in diameter and 1.75-inch-wide treads. Wheel will be extra high molecular weight polyethylene capable of supporting 200 pounds per wheel.
- 4.11 **Load Rating** Each cart shall be designed to regularly receive and dump at least the following weight of waste materials, excluding the weight of the container, without permanent damage or deformation. The load rating shall conform to ANSI Standard Z245.30.

<u>Cart Size</u>	<u>Load Rating</u>
95/96 Gallon	333 Pounds
64/65 Gallon	224 Pounds

- 4.12 **Rim of Body** The upper rim shall be structurally designed to fully support the upper sidewalls of the container and support ANSI load ratings. The sidewalls shall maintain their normal shape over the useful life of the cart.
- 4.13 **Interior surfaces** Interior surfaces shall be smooth and non-porous, all interior and exterior surfaces shall be uniform in appearance, and free of foreign substances, shrink holes, cracks, blowholes, webs, and other superficial or structural defects that could adversely affect the appearance and performance of the container. It shall not support bacterial growth.
- 4.14 **Color** All carts shall be the same type, uniform color and match each other (the color of the recyclables cart shall be different from the refuse cart).

The carts for residential refuse shall be a different color to distinguish it from the recycling program cart. The Township will select the color of the carts for each program from the colors offered by the Contractor in their bid. **Each respondent must include in their proposal color product data sheet from the manufacturer of the carts provided by the Contractor under the terms of this RFP and resulting Contract.**

- 4.15 **Identification** All carts shall be marked with the logo of the Contractor and a unique identification number hot-stamped on the front face or side of the cart below the top rim.
- 4.16 **Care and Handling** The Contractor shall ensure that its employees take due care and caution of public and private property located near disposal carts. The Contractor shall be responsible for damage done to the cart. Each cart must be placed in the location in which it was found.
- 4.17 **End of Contract** At the end of the Contract all materials, equipment and other property including carts owned or furnished by the Contractor shall be removed by the Contractor. The method and timing of the removal will be coordinated between the Contractor and the Township.
- 4.18 **Warranty** At a minimum the carts provided by the Contractor shall be durable and of a quality and design that is warranted by the Manufacturer to last, at a minimum, the initial term of the Contract.

- 4.19 **Product Data** Copies of Cart Manufacturer's product information and data sheets should be included in the proposal.

5.0 CART ASSEMBLY AND DISTRIBUTION SERVICES FOR AUTOMATED/SEMI-AUTOMATED RESIDENTIAL REFUSE AND RECYCLABLE COLLECTION

- 5.1 Contractor shall assemble all carts prior to distribution and shall be responsible of the distribution of the same to each residential unit designated by the Township.
- 5.2 Provide sufficient number of crews and all other required labor, materials, supplies, as required to assemble and distribute carts to designated residential service units.
- 5.3 Provide and attach to each cart instructions in cart use and care – content to be finalized with Township.
- 5.4 Educational materials listing all acceptable recyclables shall be distributed along with the cart and the cost of which shall be borne by the Contractor. Any material to be distributed to the residents shall be approved by the Township prior to printing and distribution.
- 5.5 Contractor shall purchase the carts and distribute carts to each residential unit **two (2) weeks** prior to the commencement of the curbside service and shall provide replacement and/or repair services.
- 5.6 Contractor shall provide for recycling collection of existing recycle and/or refuse container(s) from each residential unit after distribution of cart(s).

6.0 AUTOMATED/SEMI-AUTOMATED RESIDENTIAL REFUSE AND RECYCLABLE COLLECTION START-UP EDUCATION PROGRAM AND PROGRAM LITERATURE

- 6.1 The Contractor shall be responsible for the successful and smooth transition to the new automated/semi-automated collection services in a timely manner and shall be responsible for all facets, including but not limited to all labor, material layout and setup costs, printing costs, delivery and/or postage and any other related expenses for the education of the residents of the new collection services. The education program and all associated literature must first be approved by the Township Supervisor or his designated representative. The program, at a minimum, must include the requirements as specified herein.
- 6.2 No later than **August 15, 2022** the Contractor shall have delivered Township wide, via the USPS, or by other means approved by the Township, the initial educational program information. The literature should be full color and must at a minimum include the delivery dates of the residential refuse and recyclable carts, program start dates, route schedules, instructions for setting the carts to the road, lists of all acceptable refuse, recyclables, compostables and bulky and large items.

- 6.3 The Contractor set up at the Township Hall eye catching and informative displays that at a minimum include overviews of the new program, samples of the program's carts, and program literature.
- 6.4 A telephone hot line shall be established by the vendor to answer any program questions. The hot line phone number shall be staffed at a minimum between the hours of 8 a.m. and 5 p.m. and be in place, at a minimum, for the period beginning August 15, 2022 through December 31, 2022. The hot line phone number and hours must be printed on all program literature.
- 6.5 A second Township wide mailing, no later than one full week prior to the initial pickup date of the program shall be delivered reminding participants of the program start date, the hot line phone number and where literature is available.
- 6.6 Additional copies of the program literature must be made available upon request of the Township at no additional expense for distribution in Township buildings for new residents.
- 6.7 **A detailed description of the proposed Education Program and samples of educational literature used in other programs should be included in the proposal.**

7.0 CART MAINTENANCE PROGRAM SERVICE REQUIREMENTS FOR AUTOMATED/SEMI-AUTOMATED RESIDENTIAL REFUSE AND RECYCLABLE COLLECTION

- 7.1 Bidders are required to include on-going cart maintenance program services for the Township that will meet Township needs for repair and replacement of damaged carts, lids and related equipment within ninety-six (96) hours of customer or Township request. Any repair or replacement of carts and cart components shall be covered under the maintenance program and shall not be billed to the Township.
- 7.2 Contractor shall furnish sufficient quantities of each cart type to allow Contractor to perform deliveries, replacement and exchanges. In addition, the Contractor shall maintain a sufficient supply of spare parts to perform repairs.
- 7.3 Contractor shall deliver any replacement carts or new carts to locations that are pre-approved by the Township.
- 7.4 Contractor shall provide and deliver replacement carts to replace those damaged beyond repair, destroyed, lost or stolen.
- 7.5 Contractor shall perform repairs to carts as directed by the Township or as identified by the Contractor.
- 7.6 The Township will notify the Contractor if it is brought to their attention of any cart that may require maintenance. It is the responsibility of the Contractor to keep all carts in good condition.
- 7.7 Respondent shall include a description of the maintenance program in its proposal.

7.8 Respondent must indicate whether the maintenance program shall be handled by the Contractor or by a local repair shop. If handled by other than the Contractor, the name and address of the repair shop must be listed in the respondent's proposal.

7.9 Provide a list of communities that Bidder is currently maintaining carts.

8.0 **Right to Complete** In the event the Contractor shall fail, neglect or refuse to perform any or all of its duties under said Contract, the Township may secure others to perform such duties and charge all actual costs thereof, to the Contractor and deduct those charges from the periodic payment. The Township also has the right to make claim against the performance bond should the periodic payments be insufficient to cover deductions.

9.0 **Liquidated Damages** While performing work under this Agreement, the Contractor shall abide by all service regulations set forth below in addition to the regulations described in General Specifications Section – 3.07 Complaints. The Contractor acknowledges that the breach of services provided for by the Contract would cause serious and substantial damage to the Township. The parties acknowledge and agree that the harm caused by Contractor's breach under this section would be impossible or very difficult to accurately estimate at the time of contract and that the Liquidated Damages are a reasonable estimate of the anticipated or actual harm that might arise from a Contractor breach. Contractor agrees that in the case of such breach the Contractor shall be penalized in the amount set forth herein for violations as determined in the sole discretion of the Township:

A. Failure to close doors or properly transfer trash to truck resulting in articles blowing out and being left on roads or broken glass not properly cleaned up.

\$100.00 per incident

B. Failure of Contractor's agents, servants, and/or employees to be courteous and respectful of the resident's property or to be neat, clean and dress appropriately.

\$100.00 per incident

C. Containers not returned to an upright position and placed back where they were taken from (residential refuse containers, recycling containers) or containers tossed or thrown.

\$100.00 per incident

D. Skid marks on the pavement due to defective equipment, hydraulic fluid spills, oil spills or tire marks will lead to a fine.

\$100.00 per incident

E. Large items, as defined in General Specifications Section – 2.04, as well as other hard to dispose of non-hazardous items, not removed the same day as the regular trash pickup.

\$100.00 per incident

F. Failure to complete route by 6:00 p.m. without permission from Township.

\$500.00 per incident

- G. Any change in route or collection from residential premises without notice and approval of Township and residents as required.

\$500.00 per incident

For multiple or continuous violations not falling within the previous section, the Township may assess a fine of up to \$1,000.00 per day or per individual incident.

Further due to the difficulty of assessing the amount of actual damages caused by such material breach of the Contract, Contractor agrees to pay to the Township the amount of \$500,000.00 as liquidated damages and not as penalty in the event of such material breach of Contract.

- 10.0 COMPLIANCE WITH LAWS** The Contractor shall conduct operations under this Contract in compliance with all applicable laws; provided, however, that the General Specifications shall govern the obligations of the Contractor where there exists conflicting ordinances of the Township on the subject.
- 11.0 NONDISCRIMINATION** The Contractor agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges or employment, or matter directly or related to employment, because of race, color, religion, national origin, age, sex, height, weight, veteran status, political belief or marital status. Breach of this covenant may be regarded as material breach of the Contract.
- 12.0 LICENSES AND TAXES** The Contractor shall obtain all licenses and permits (other than the license and permit granted by the Contract) and promptly pay all taxes required by the Township.
- 13.0 TERM** This Contract shall be effective upon the execution of the Agreement with the first scheduled curbside collection to begin on Monday, October 3, 2022. The last day for curbside collection under the Contract will be Friday, October 1, 2027.
- 14.0 INSURANCE** The Contractor, or any of their subcontractors, shall not commence work under this Contract until they have obtained the insurance required under this paragraph, and shall keep such insurance in force during the entire life of this Contract. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan and acceptable to the Charter Township of Plymouth. The requirements below should not be interpreted to limit the liability of the Contractor. All deductibles and SIR's are the responsibility of the Contractor.

The Contractor shall procure and maintain the following insurance coverage:

- 14.1 Worker's Compensation Insurance** including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
- 14.2 Commercial General Liability Insurance** on an "Occurrence Basis" with limits of liability not less than \$3,000,000 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included; (E) Deletion of all Explosion, Collapse, and Underground (XCU) exclusion, if applicable.
- 14.3 Automobile Liability** including Michigan No-Fault Coverages, with limits of liability not less than \$3,000,000 per occurrence, combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

- 14.4. **Pollution Liability** with limits of liability not less than \$3,000,000 per occurrence and aggregate for Personal Injury, Bodily Injury, and Property Damage including but not limited to the collection, transportation, and removal of all waste.
- 14.5. **Additional Insured:** Commercial General Liability and Automobile Liability, as described above, shall include an endorsement stating the following shall be **Additional Insureds:** The Charter Township of Plymouth, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof. It is understood and agreed by naming the Charter Township of Plymouth as additional insured, coverage afforded is considered to be primary and any other insurance the Charter Township of Plymouth may have in effect shall be considered secondary and/or excess.
- 14.6. **Cancellation Notice:** All policies, as described above, shall include an endorsement stating that it is understood and agreed Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to:

Charter Township of Plymouth
Office of the Township Clerk
9955 N. Haggerty Road
Plymouth, MI 48170

- 14.7. **Owners' and Contractors' Protective Liability** with limits of liability not less than \$3,000,000 per occurrence and aggregate for Personal Injury, Bodily Injury and Personal Injury. The Charter Township of Plymouth shall be the "Named Insured" on said coverage. Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be endorsed to this policy.
- 14.8. **Proof of Insurance Coverage:** The Contractor shall provide the Charter Township of Plymouth, at the time that the contracts are returned by him/her for execution, a Certificate of Insurance as well as the required endorsements. In lieu of required endorsements, if applicable, a copy of the policy sections where coverage is provided for additional insured and cancellation notice would be acceptable. Copies or certified copies of all policies mentioned above shall be furnished, if so requested.
- 14.9. **Renewal Certificates:** If any of the above coverages expire during the term of this contract, the Contractor shall deliver renewal certificates and endorsements to the Charter Township of Plymouth at least ten (10) days prior to the expiration date.

15.0 SECURITY

- 15.1 **Performance Bond** The Contractor will be required to furnish a corporate surety bond as security for the faithful performance of this Contract. Said surety bond must be in the amount of the sum of a one-year contract extrapolated from the amount of the multi-year contract.

The surety on the bond shall be a duly authorized corporation surety company authorized to do business in the State of Michigan and shall be renewed for every year of the contract.

15.2 Performance Letter of Credit Contractor may furnish an irrevocable Letter of Credit as security for performance under this Contract in lieu of a Performance Bond. Said Letter of Credit shall meet the following requirements:

- A** Letter of Credit must be governed by the laws of the state of Michigan as they may be in effect from time to time except to the extent such laws are inconsistent with International Standby Practices ISP98, ICC Publication 590.
- B** Letter of Credit must be irrevocable.
- C** Letter of Credit must be issued by a Michigan bank and include an entry that drafts drawn under the terms of the credit will be honored if negotiated or presented during business hours on or before the expiration date at [enter the address and name of the office of the bank located in Michigan].
- D** The term of the Letter of Credit shall be for a period of one (1) year. If the Letter of Credit is not renewed or a new Letter of Credit issued prior to 40 days of the expiration date, the Contractor shall provide the Township with a certified cashier check in the amount of \$250,000 or the Township shall have the right and authority without further action to demand payment of the Letter of Credit in the full amount.
- E** The amount shall be \$250,000.

16.0 LIABILITY The Contractor agrees to be responsible for, and indemnify and hold the Township harmless from any and all loss, personal injury, sickness, disease, death, or damage to other property, and claims of every kind, nature and description whatsoever, for any such loss or occurrence which may arise from, or be in connection with the Work performed, or to be performed, pursuant to this Agreement. This includes, but is not limited to, attorney's fees and other expenses incurred in defending or processing a claim arising as a result of any of the Contractor's performance of Work, and shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor. Furthermore, Contractor agrees that the insurance policies of the Contractor are to apply, and do apply, and cover all claims arising from the Work performed pursuant to this Agreement.

17.0 NON-FUNDING CLAUSE If the Township should not allocate funds for purposes of continuing this service for any fiscal period succeeding the one in which the agreement takes effect, the Township shall have the option to terminate the agreement. In the event of such termination the Township shall give thirty (30) days prior written notice.

18.0 RIGHT TO ACCEPT, REJECT AND WAIVE DEFECTS The Township reserves the right to accept any Bid and award a contract on the Base Bid, or one of the alternative Bids, to reject any or all Bids and to waive any defect or irregularity in any Bid.

19.0 LEGAL CONDITIONS The Contractor agrees to abide by all Federal, State, County and Local laws and regulations.

20.0 SAVE "HARMLESS CLAUSE" The Contractor shall save harmless and defend the Township against all claims or damages arising out of its operation under the Contract.

- 21.0 ASSIGNMENT OF CONTRACT** The Contractor shall not assign the Contract or any part thereof to any person, firm, corporation or company unless such assignment has prior written approval from the Township Board of Trustees. Such acceptance is at the sole discretion of the Township upon the request of the Contractor.
- 22.0 PAYMENT TERMS** The Contractor will receive monthly payments based upon the amount of the work performed during the previous month. The payment dates will be negotiated and will be made based on units collected for residential refuse, recycling and composting upon receipt of accurate invoices and with the approval by the Director of Public Services.
- 23.0 PREVENTION AND SATISFACTION OF LIENS** Contractor agrees not to file, assert or prosecute, or allow construction mechanics or material liens to be filed or continued against any Township property for services performed, or for materials, machinery, equipment furnished in connection with the Work to be performed by the Contractor or by any of the Contractor's subcontractors. In the event that such a lien is nevertheless filed, Contractor agrees to, at Contractor's expense, take all necessary and proper actions for the release, satisfaction and discharge of said lien.
- 24.0 COMPLIANCE WITH LAW** the Contractor agrees to abide by all Federal, State, County and Local laws and regulations.
- 25.0 SUPERVISION AND RIGHT OF CONTROL** The Township is interested only in having the Work performed in a manner satisfactory to the Township, and while the Township reserves its general right to inspect and approve the Work, the Contractor shall supervise and direct the Work efficiently and with his best skill and attention. Contractor will be solely responsible for the means, methods, techniques, sequences and procedures of completing the work.
- Contractor shall have a Field Supervisor whose duties shall be directly related to the efficient pickup of residential refuse, recycling and yard waste in the Township. The Field Supervisor shall familiarize himself with all residential stops and make a daily check to assure pickup as scheduled. The Field Supervisor shall be available to Township personnel via cell phone during regular business hours.
- 26.0 RELATIONSHIP OF THE PARTIES** It is expressly understood that the Contractor's relationship to the Township is that of an independent contractor and not that of an employee or agent. As such, the Contractor, the Contractor's employees and subcontractors shall not be entitled to any insurance, health, retirement or similar benefits which are or may become available to Township employees.
- 27.0 AMENDMENTS** All amendments hereto must be made in writing and signed by the Township and by the Contractor.
- 28.0 ANNULMENT OF CONTRACT** If the Contractor fails to begin the work at the date specified, or fails to perform the work with a sufficient number of workers and sufficient and adequate equipment to insure the proper performance of such work, excepting acts of God, or if the Contractor becomes insolvent or declares bankruptcy or commits any act of bankruptcy or insolvency, and if the Township gives written notice of any such default and the Contractor or his surety fails to cure such default within five days after being given such notice, the Township may declare an annulment of the contract. Upon such declaration of annulment, the Township may, without compensation to the Contractor, take over the work and use the same or may enter into agreements with others for the performance of the work and service herein contracted for. Such annulment shall not relieve the Contractor of his surety of liability for failure to faithfully perform its Contract.

- 29.0 RENEWAL OF CONTRACT** Upon written agreement of both parties at least 120 days prior to each contract anniversary date, the Contract may be renewed by the Charter Township of Plymouth for a period of two (2) successive three-year periods under similar terms and conditions as in the original Contract. The total number of renewal years permitted shall not exceed six (6).
- 30.0 VOLUME REPORTS** The Contractor shall provide data of volumes collected of solid waste, recyclables, compostables, and any other material collected or services provided in order for the Township to comply with the reporting requirements of Wayne County, the State of Michigan or any other agency. Volumes shall be reported in tons and provided to the township monthly for solid waste and recycling and weekly for compostables.
- 31.0 DISASTERS** The work under this Contract does not include the collection and disposal of any increased volume resulting from a flood, tornadoes, hurricane or similar or different act of God over which the Contractor has no control. In the event of such a flood, hurricane or other act of God, the Contractor and the Township will negotiate the payment to be made to the Contractor. Further, if the Township and the Contractor reach such agreement, then the Township shall grant the Contractor variances in routes and schedules as deemed necessary by the Contractor.
- 32.0 LOBBYIST DISCLOSURE** The Contractor shall disclose at time of bid and any time thereafter at the request of the Township, the names and addresses of all lobbyists registered in the State of Michigan who are employed directly by the Contractor or who are retained on an 'as-needed' or contractual capacity on behalf of Contractor or its subsidiaries.
- 33.0 PRIVATE AGREEMENTS** The Contractor may, at their option, contract with firms, individuals or agencies for collection services outside the scope of the Contract, subject to any regulations governing private collectors generally, and provided that such operations will not interfere with satisfactorily carrying out of the Work and obligations of this Contract. Negotiated rates for collection services provided to cluster housing and attached/detached condominium complexes located in the Township shall be the same as the current municipal Contract unit rate.

BID FORM

Residential Refuse, Recycling and Yard Waste Services Charter Township of Plymouth

TO: THE CHARTER TOWNSHIP OF PLYMOUTH, Plymouth, Michigan.

Bid of _____

(an individual) (a partnership) (a corporation duly organized under the laws of the State of

_____).

The undersigned, having carefully read and considered the terms and conditions associated with providing Residential Refuse, Recycling and Yard Waste Services for the Charter Township of Plymouth, does hereby offer to perform such services on behalf of the Township, of the type and quality and in the manner described, and subject to and in accordance with the terms and conditions which shall be set forth in the Contract Documents at the rate (expressed in words and figures) hereinafter set forth.

In submitting this Bid, the undersigned as Bidder represents, as more fully set forth in the Contract Documents, that Bidder has examined copies of the all the Bidding Documents and of the following Addenda (receipt of all which is hereby acknowledged):

Date

Number

I. **PRICING DESCRIPTION**

Bids shall be fixed annual prices as specified on the Bid Form. No variable fees (e.g., fuel recovery fees, recycle commodity fees, etc.) will be considered by the Township.

Bidders are required to submit bids for all items.

DESCRIPTION	PRICE IN FIGURE
<u>A-1 RESIDENTIAL REFUSE COLLECTION AND DISPOSAL (NON-AUTOMATED/CURBSIDE HAND COLLECTION BASED ON CURRENT SERVICE)</u> Unit price per month for weekly curbside Residential Refuse Collection, Transportation and Disposal. (See General Specifications – 1.18 Residential Unit)	
YEAR 1	\$
YEAR 2	\$
YEAR 3	\$
YEAR 4	\$
YEAR 5	\$
AMOUNT IN WORDS	

DESCRIPTION	PRICE IN FIGURE
<u>A-2 RESIDENTIAL REFUSE COLLECTION AND DISPOSAL (AUTOMATED/SEMI-AUTOMATED COLLECTION)</u> Unit price per month for weekly curbside Residential Refuse Collection, Transportation and Disposal; and 64/65-gallon Cart. (See General Specifications – 1.18 Residential Unit)	
YEAR 1	\$
YEAR 2	\$
YEAR 3	\$
YEAR 4	\$
YEAR 5	\$
AMOUNT IN WORDS	

PRICING DESCRIPTION CONTINUED

DESCRIPTION	PRICE IN FIGURE
<u>A-3 RESIDENTIAL REFUSE COLLECTION AND DISPOSAL (AUTOMATED/SEMI-AUTOMATED COLLECTION)</u> Unit price per month for weekly curbside Residential Refuse Collection, Transportation and Disposal; and 95/96-gallon Cart. (See General Specifications – 1.18 Residential Unit)	
YEAR 1	\$
YEAR 2	\$
YEAR 3	\$
YEAR 4	\$
YEAR 5	\$
AMOUNT IN WORDS	

PRICING DESCRIPTION CONTINUED

DESCRIPTION	PRICE IN FIGURE
<p><u>B-1 RECYCLING (AUTOMATED/SEMI-AUTOMATED WEEKLY COLLECTION) BASED ON CURRENT SERVICE</u> Unit price per month for weekly curbside Residential Recyclable Collection, Transportation and Processing; and 64/65-gallon Cart. Contractor Retains Revenues. (See General Specifications – 1.18 Residential Unit)</p> <p>Collection, Delivery to a Materials Recovery Facility, Processing of Recyclables; Commingled Collection.</p>	
YEAR 1	\$
YEAR 2	\$
YEAR 3	\$
YEAR 4	\$
YEAR 5	\$
AMOUNT IN WORDS	

DESCRIPTION	PRICE IN FIGURE
<p><u>B-2 RECYCLING (AUTOMATED/SEMI-AUTOMATED WEEKLY COLLECTION)</u> Unit price per month for weekly curbside Residential Recyclable Collection, Transportation and Processing; and 95/96-gallon Cart. Contractor Retains Revenues. (See General Specifications – 1.18 Residential Unit)</p> <p>Collection, Delivery to a Materials Recovery Facility, Processing of Recyclables; Commingled Collection.</p>	
YEAR 1	\$
YEAR 2	\$
YEAR 3	\$
YEAR 4	\$
YEAR 5	\$
AMOUNT IN WORDS	

PRICING DESCRIPTION CONTINUED

DESCRIPTION	PRICE IN FIGURE
<u>C-1 YARD WASTE COLLECTION (TRANSPORT TO CONTRACTOR SITE)</u> Unit price per month for weekly curbside Residential Collection of Compostables placed in paper yard bags, loose in containers and/or tied in bundles based on the schedule provided in General Specifications Section 1.07. (See General Specifications – 1.18 Residential Unit) Collection and transportation to Contractor's site:	
YEAR 1	\$
YEAR 2	\$
YEAR 3	\$
YEAR 4	\$
YEAR 5	\$
AMOUNT IN WORDS	

DESCRIPTION	PRICE IN FIGURE
<u>D. YARD WASTE DISPOSAL</u> Price per ton for compost disposal of collected curbside Residential Compostables placed in paper yard bags, loose in containers and/or tied in bundles. Price Per ton for disposal at Contractor's designated site:	
YEAR 1	\$
YEAR 2	\$
YEAR 3	\$
YEAR 4	\$
YEAR 5	\$
AMOUNT IN WORDS	

PRICING DESCRIPTION CONTINUED

DESCRIPTION	PRICE IN FIGURE
E-1 STATIONARY RECYCLE CONTAINER (INCLUDES #1, #2, #4, #5 and #7 PLASTICS) COMMINGLED COLLECTION OF: <input type="checkbox"/> glass - clear, green, brown food and beverage containers <input type="checkbox"/> cans – tin, aluminum and steel containers <input type="checkbox"/> plastics – containers marked 1, 2, 4, 5 and 7 Service of one (1) thirty (30) yard roll-off container owned by Township currently located at 46555 Port Street. To include transportation, emptying recyclable materials, delivery to a materials recovery facility and processing. CONTRACTOR RETAINS REVENUES COST PER PULL/SWITCHOUT: YEAR 1	
	\$
YEAR 2	\$
YEAR 3	\$
YEAR 4	\$
YEAR 5	\$
AMOUNT IN WORDS	

PRICING DESCRIPTION CONTINUED

DESCRIPTION				PRICE IN FIGURE		
<u>G. SPECIAL DISPOSAL NEEDS</u> If the Township requests assistance for special disposal needs such as but not limited to pick-up of downed trees and limbs from storm or severe winds, Contractor shall supply a collection vehicle with drivers and laborers. The following fees shall be billed to the Township per collection vehicle. This fee shall include collection, hauling and any disposal fees. Hourly rate:				Hourly rate:		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
YEAR 1				\$	\$	\$
YEAR 2				\$	\$	\$
YEAR 3				\$	\$	\$
YEAR 4				\$	\$	\$
YEAR 5				\$	\$	\$
AMOUNT IN WORDS						

PRICING DESCRIPTION CONTINUED

DESCRIPTION			PRICE IN FIGURE	
<u>H. SEPARATE COLLECTION</u> The Contractor shall be required to make provisions for separate collection of large items not included in General Specifications – 2.4 Large Item Collection and Disposal on a cost basis to the resident. Cost shall be determined on a “time formula” based on a minimum charge not to exceed thirty (30) minutes of collection. Additional fees may be added for each fifteen (15) minute collection interval thereafter. Fee based on time to collect and not on volume of material.			RATE:	
	Minimum 30 Minute or less Collection Fee	15 Minute Collection Fee	30 Minute Fee	15 Minute Fee
YEAR 1			\$	\$
YEAR 2			\$	\$
YEAR 3			\$	\$
YEAR 4			\$	\$
YEAR 5			\$	\$
AMOUNT IN WORDS				

SIGNATURE PAGE

Date _____ Firm Name _____
(If corporation, partnership, or assumed name)

Address _____

(city) _____ (county) _____ (state & zip code) _____

Phone _____

Fax _____

Names of Principal Officers

(If partnership or assumed name, indicate names of owners)

_____ Title _____

_____ Title _____

_____ Title _____

Printed Name

_____ Title _____

Signature

being duly sworn, deposes and says: that he is _____
(state official capacity in firm)

Signature of person submitting bid

(Notary Public)

IRAN LINKED BUSINESS CERTIFICATION

Pursuant to Michigan Public Act 517 of 2012, any Bidder that submits a bid on a request for proposal with Plymouth Township shall certify that Bidder is not an Iran linked business. An Iran linked business is not eligible to submit a bid on a request for proposal with the Township. See attached definitions regarding this certification.

The undersigned Bidder does hereby certify, pursuant to Michigan Public Act 517 of 2012, that:

Bidder is not a person engaging in investment activities in the energy sector of Iran, including a person that provides oil or liquefied natural gas tankers, or products used to construct or maintain pipelines used to transport oil or liquefied natural gas, for the energy sector of Iran, or

Bidder is not a financial institution that extends credit to another person if that person will use the credit to engage in investment activities in the energy sector of Iran.

Date: _____

By: _____

Its: _____

Subscribed and sworn to before me, a Notary Public on this ____ day of _____, 2022.

Notary Public _____

_____ County, Michigan

My Commission Expires: _____

CONTRACTOR QUESTIONNAIRE

Residential Refuse, Recycling and Yard Waste Services Charter Township of Plymouth

SECTION I - GENERAL

The following information along with the Bid Form and other information will be used by the Charter Township of Plymouth in the evaluation of this Bid:

1. How long has Company been in business? _____

2. Does Company own a landfill? _____

3. If yes, where is the landfill located? _____

4. How many people are employed by Company? _____

5. **References**

Please provide a minimum of three (3) references with whom Company has been contracted to perform residential refuse, recycling and yard waste collection services:

Name of Municipality/Company

Contact Person

Phone Number

1. _____

2. _____

3. _____

6. **Equipment**

Per Section 3.8 of General Specifications, please attach a complete list of the equipment Contractor plans to use to complete the residential refuse, recycling and yard waste collection. Additionally, please indicate which items are presently in the fleet of vehicles and which items need to be purchased.

SECTION 2 - DISPOSAL SITES

1. **Residential Refuse Information**

A. Disposal Site(s):

2. Recycling Information

A. How long has Company been involved in recycling programs? _____

B. Recycling processing facility(ies)

3. Yard Waste Information

A. Compost Disposal Site(s):

B. Per Section 2.3 of General Specifications, please provide written documentation from designated compost disposal site(s) indicating Contractor has access to site and site is capable of accepting and managing the quantity of compostables generated by the Township

SECTION 3 - AUTOMATED/SEMI-AUTOMATED COLLECTION INFORMATION

If submitting a bid for automated/semi-automated collection, please ensure the following items are included with your bid proposal:

- ☐ Color Product Data Sheet from the Manufacturer of the Carts. (Section 4.14 of General Specifications)
- ☐ Copies of Cart Manufacturer's Product Information and Data Sheets (Section 4.19 of General Specifications)

- ☐ Detailed Description of the Proposed Education Program (Section 6.7 of General Specifications)
- ☐ Samples of Education Literature used in Other Programs (Section 6.7 of General Specifications)
- ☐ Full Description of the Proposed Cart Maintenance Program (Section 7.7 of General Specifications)
- ☐ List of Communities for which Respondent is Currently Maintaining Carts (Section 7.9 of General Specifications)

Is maintenance to be completed by Contractor? YES ☐ NO ☐

Is maintenance to be completed by Local Repair Shop? YES ☐ NO ☐

If by local repair shop complete information below (Section 7.08 of General Specifications):

Business Name _____
Contact Name _____
Contact Phone _____
Street Address _____
City, State, Zip _____

(Company)

(Signature) (Title)

(Printed Name) (Date)

APPENDICES

Residential Refuse, Recycling and Yard Waste Services

Charter Township of Plymouth

APPENDIX A

AGREEMENT

(FOR REFERENCE ONLY – TO BE EXECUTED FOLLOWING AWARD OF CONTRACT)

**AGREEMENT
BETWEEN
THE CHARTER TOWNSHIP OF PLYMOUTH
AND**

Effective the ____ day of _____, 2022, the Charter Township of Plymouth, a Michigan municipal corporation, of 9955 N Haggerty Rd, Plymouth, Michigan, 48170 (hereinafter referred to as "Township"), and _____, a Michigan Corporation of _____, Michigan, (hereinafter referred to as "Contractor"), agree as follows:

Township desires a program for the collection and disposal of residential refuse; a residential recycling program; a program for the collection of compostables; servicing of stationary recycling containers; related educational programs; and has requested and advertised for bids from qualified contractors to provide such services.

Contractor is ready, willing and able to provide such services and has provided a bid to the **Township** on _____, 2022.

The **Township** Board has determined that the **Contractor** will best fulfill the needs of the **Township** based on the specifications found in this Agreement and has authorized the Supervisor and Clerk to enter into this Contract by action of the Board on _____, 2022.

Contractor shall perform all work in conformance with the Contract Documents.

The following documents ("Contract Documents") are incorporated herein by reference and are included in this Agreement:

1. This Agreement;
2. Contractor's Bid Form;
3. General Specifications;
4. Contractor's Questionnaire;
5. Bonds and/or Letters of Credit;
6. Certificates of Insurance; and
7. Any appendices, addenda or changes to the above listed documents.

1. All notices hereunder are deemed given when mailed, first class mail postage prepaid, or delivered personally, as follows:

For **Contractor**:

For **Township**:

Township Supervisor
Plymouth Charter Township
9955 N Haggerty Rd
Plymouth, Michigan 48170

Either party may by notice given hereunder designate any further or different addresses to which subsequent notices, certificates, requests or other communications shall be sent.

2. During the term of this Agreement, or any extension thereof, and during such time as **Contractor** is not in default with the provisions of this Agreement, **Contractor** shall be the sole and exclusive **Contractor** for the provision of services described herein for the **Township** sponsored residential refuse, recycling and compost services program. **Township** agrees to encourage its residents to use the **Township** sponsored program; provided, however, that nothing herein shall obligate **Township** to require its residents to use such program. **Township** further agrees that any **Contractor** who provides residential refuse, recycling and compost services described herein in any non-**Township** sponsored residential refuse, recycling and compost services program shall be required to conform to the requirements of Chapter 72 of the Compiled Ordinances of the Charter Township of Plymouth, as amended.
3. The terms and provisions herein contained constitute the entire Agreement between **Township** and **Contractor**. No Agreement or understanding which alters or extends this Agreement shall be binding upon either party unless in writing and duly signed by the party to be charged. This Agreement is to be governed and interpreted by the laws of Michigan, and if any portion of the Agreement is held by a court to be illegal or invalid, then that provision shall be severed from the Agreement and the remaining provisions shall remain in effect.

IN WITNESS THEREOF, the parties have executed this Agreement as to the day and year first written.

Charter Township of Plymouth

By: _____

By: _____

Its: _____

Its: Supervisor

By: _____

Its: Clerk

By: _____

By: _____

WITNESS

WITNESS

(Print Name): _____

(Print Name): _____

By: _____

By: _____

WITNESS

WITNESS

(Print Name): _____

(Print Name): _____

APPENDIX B

EXAMPLE PERFORMANCE BOND

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS, That we _____

(hereinafter called "Principal"), as Principal, and _____, a corporation organization and authorized to transact business in the State of Michigan and (hereinafter called "Surety"), as Surety, are held firmly bound into _____ (hereinafter called "Obligee"), as Obligee, in the penal sum of _____ DOLLARS (\$_____), good and lawful money of the United States of America, for the payment of which, well and truly to be made, we bind ourselves, our heirs, administrators, executors, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has entered into a certain written contract with the Obligee, dated the _____ day of _____, 2022, for Residential Refuse, Recycling and Yard Waste Services, which Contract is hereby refereed to an made a part hereof as fully and to the same extent as if copied at length herein.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, That if the Principal shall faithfully perform the Contract on his part, free and clear of all liens arising out of claims for labor and materials entering into the performance of the contract and indemnify and save harmless the Obligee from all loss, cost or damage that he may suffer by reason of the failure so to do, then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that no suit, action or proceeding shall be had or maintained against Surety on this bond unless the same be brought or instituted within one (1) year after the date of completion or default by Principal. Written notice to Principal and Surety must be given within thirty (30) days after the occurrence of an alleged default or failure to perform.

Signed and sealed this _____ day of _____, 2022.

(SEAL)

PRINCIPAL

By: _____

(SEAL)

SURETY

By: _____

APPENDIX C

RESIDENTIAL REFUSE, RECYCLE & YARD WASTE VOLUME REPORTS

RESIDENTIAL REFUSE, RECYCLE AND YARD WASTE VOLUME REPORTS

WASTE STREAMS	2018 MONTHLY TONS												ANNUAL TOTALS			
	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	TOTAL TONS	AVERAGE TONS/MO	% VOLUME	TONS/HOUSEHOLD
RECYCLE																
Curbside	203	171	190	194	219	216	218	223	195	231	246	207	2204	209	28.30%	0.29
Drop Center	1	3	1	2	3	3	2	3	2	4	4	5	38	3	0.22%	0.00
RECYCLE TOTALS	204	174	191	196	222	219	220	226	197	235	250	212	2242	212	28%	0.29
YARDWASTE																
Curbside	26	0	0	379	718	519	428	472	389	491	1248	266	494	494	32.66%	0.56
YARD WASTE TOTALS	26	0	0	379	718	519	428	472	389	491	1248	266	494	494	30%	0.56
TRASH																
Curbside	655	515	544	611	727	674	632	727	571	635	633	614	714	628	50.19%	0.86
TRASH TOTALS	655	515	544	611	727	674	632	727	571	635	633	614	714	628	50%	0.86
TOTAL ALL WASTE STREAMS	885	689	735	817	949	893	852	953	766	871	883	826	1000	1252	58%	1.71
TOTAL DIVERTED WASTE (recycle & compost excluded)	230	174	191	381	940	738	640	699	566	726	1494	272	744	624	48%	0.85
# of Households	8719	8722	8714	8719	8701	8711	8703	8707	8710	8714	8722	8713	8762	8762		

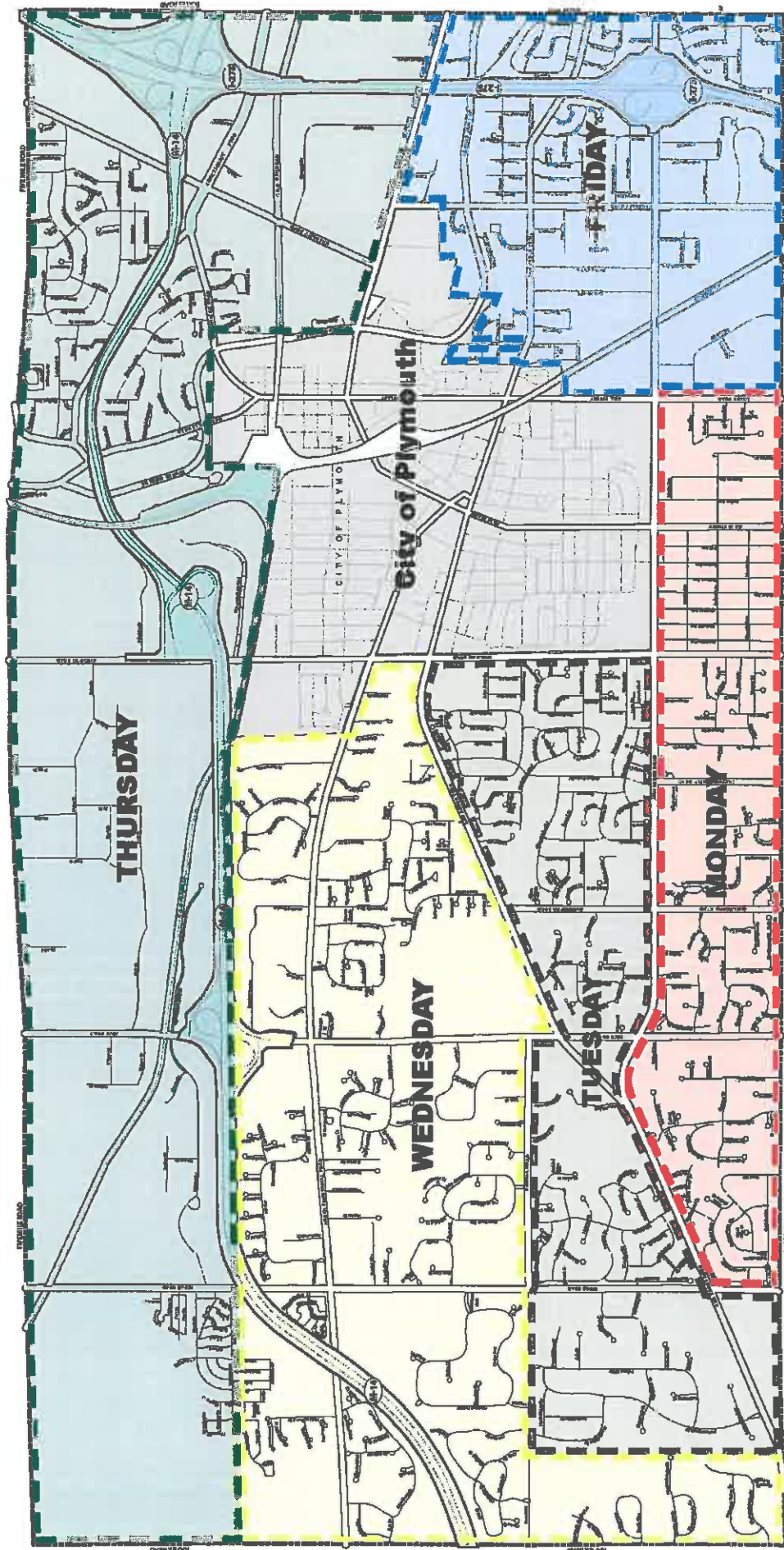
WASTE STREAMS	2019 MONTHLY TONS												ANNUAL TOTALS			
	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	TOTAL TONS	AVERAGE TONS/MO	% VOLUME	TONS/HOUSEHOLD
RECYCLE																
CURBSIDE	229	153	177	208	209	195	169	163	148	179	177	186	2238	183	25.64%	0.25
DROP CENTER	4	1	2	1	5	1	2	1	2	2	1	4	38	2	0.16%	0.00
RECYCLE TOTALS	233	154	179	209	214	196	171	164	150	181	178	190	2276	185	26%	0.25
YARDWASTE																
CURBSIDE	70	0	0	301	554	470	433	273	400	452	1059	370	438	438	31%	0.50
YARD WASTE TOTALS	70	0	0	301	554	470	433	273	400	452	1059	370	438	438	31%	0.50
TRASH																
CURBSIDE	604	439	481	607	688	652	723	646	595	687	660	702	794	624	46%	0.85
TRASH TOTALS	604	439	481	607	688	652	723	646	595	687	660	702	794	624	46%	0.85
TOTAL ALL WASTE STREAMS	907	593	660	816	942	848	896	790	695	739	739	892	1020	1174	52%	1.61
TOTAL DIVERTED WASTE (recycle & yard waste excluded)	303	154	179	510	768	666	604	437	550	633	1437	360	561	550	49%	0.75
# of Households	8719	8710	8713	8717	8717	8711	8713	8717	8710	8714	8710	8714	8774	8774		

WASTE STREAMS	2020 MONTHLY TONS												ANNUAL TOTALS			
	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	TOTAL TONS	TONS/MO	% VOLUME	TONS/HOUSEHOLD
RECYCLE																
CURBSIDE	163	143	172	222	244	183	182	187	205	184	161	195	2243	183	29%	0.26
DROP CENTER	1	1	3	1	3	4	3	4	2	4	3	4	38	3	0.22%	0.00
RECYCLE TOTALS	164	144	175	223	247	187	185	191	207	188	164	199	2281	191	29%	0.26
YARDWASTE																
CURBSIDE	80	0	0	494	505	355	275	220	278	516	1176	122	491	335	27%	0.46
YARD WASTE TOTALS	80	0	0	494	505	355	275	220	278	516	1176	122	491	335	27%	0.46
TRASH																
CURBSIDE	653	504	643	764	670	711	824	937	812	697	736	770	790	738	50%	0.98
TRASH TOTALS	653	504	643	764	670	711	824	937	812	697	736	770	790	738	50%	0.98
TOTAL ALL WASTE STREAMS	997	648	818	1211	1222	948	1021	1157	1017	913	902	969	1019	1248	100%	1.70
TOTAL DIVERTED WASTE (recycle & yard waste excluded)	244	144	175	717	759	542	458	415	483	704	1960	325	513	526	48%	.72
# of Households	8719	8710	8713	8717	8717	8711	8713	8717	8710	8714	8710	8714	8815	8815		

APPENDIX D

ROUTES OF COLLECTION

APPENDIX D ROUTES OF COLLECTION



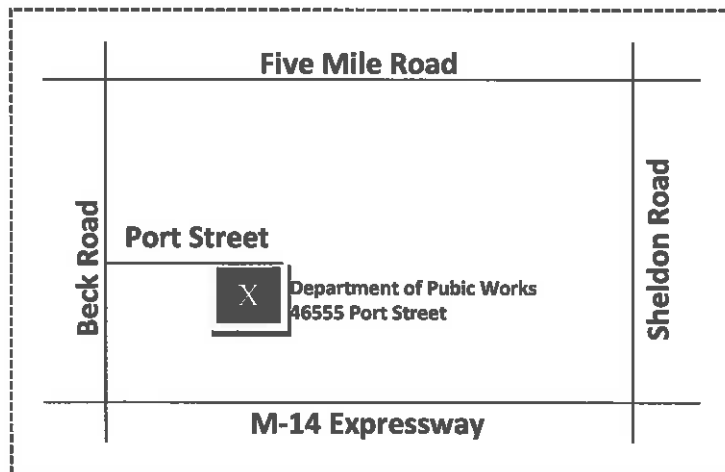
APPENDIX E

CURRENT LOCATION & SIZE OF STATIONARY RECYCLE CONTAINERS ON TOWNSHIP PROPERTIES

APPENDIX E

CURRENT LOCATIONS & SIZE OF STATIONARY CONTAINERS

LOCATION	SIZE	MATERIALS
46555 Port St. DPW Building	30-Yard Roll-Off (owned by Township)	As Specified in Bid Form Section E
46555 Port St. DPW Building	20-Yard Roll-Off (rented from current residential Contractor)	As Specified in Bid Form Section F



APPENDIX F

CHARTER TOWNSHIP OF PLYMOUTH SOLID WASTE ORDINANCE

CHAPTER IX: SOLID WASTE DISPOSAL

Article

1. SOLID WASTE DISPOSAL

ARTICLE 1: SOLID WASTE DISPOSAL

State Law Reference: Public Act 306 of 1969, as amended, Public Act 451 of 1994, as amended.

IX-1.00. Purpose and Findings.

(A) Purpose. The purpose of this ordinance is to protect the public health and welfare by assuring the timely and lawful collection of solid waste from owners of private property within the township; and to implement well-articulated public policies regarding the recycling and composting of certain portions of the wastestream and collection thereof; to provide for a reasonable system of user fees to defray the costs incurred by the township in administering the system.

(B) Findings. The Board of Trustees of the Charter Township of Plymouth finds that regulation of the collection and disposal of solid waste is necessary to protect the public health and safety; that, under current circumstances, it is feasible to implement curbside pickup and disposal of residential recyclable materials, compostables and solid waste and that such implementation will be most efficiently accomplished by the township entering into a contract for provisions of services; and that, at this time, it is not feasible to require separation of recyclable materials and compostables from other solid waste for persons using commercial receptacles for collection of their solid waste.

IX-1.01. Definitions.

The following words and phrases shall have the meanings ascribed to them in the interpretation of this article:

ANIMAL BY-PRODUCTS. Bones, offal, fats, rawhides, and other inedible trimmings from animal carcass used or to be used in the manufacture or processing of inedible products.

APPLICANT. An individual, sole proprietorship, partnership, corporation or association.

ASHES. The residue from the burning of wood, coal, coke, refuse, wastewater sludge or other combustible materials.

CLERK. The duly elected or acting clerk of the Charter Township of Plymouth.

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Charter Township of Plymouth- Solid Waste Disposal

COMPOSTABLES. Leaves, grass clippings, brush, wood debris under six inches in diameter, vegetative pruning, garden waste, yard waste, Christmas trees and wreaths.

CURBSIDE COLLECTION. The collection of solid waste which has been placed for pickup in appropriate solid waste receptacles at the side of a public or private road adjacent to the abutting private property.

GARBAGE. Rejected food wastes, including waste accumulation of animal, fruit or vegetable matter used or intended for food or that attends the preparation, use, cooking, dealing in or storing of meat, fish, fowl, fruit or vegetable.

PERSON. An individual, sole proprietorship, partnership, association or corporation, public or private, organized or existing under the laws of this state or any other state, including a federal corporation.

PRIVATE COLLECTOR. Any person, persons, firm, partnership or corporation to whom has been issued a private collector's license. This term shall not refer to the Charter Township of Plymouth's Contractor.

RECYCLABLE MATERIALS. Those items listed in Section IX-1.04(B)(1).

RUBBISH. Non-putrescible solid waste, excluding ashes, consisting of both combustible and non-combustible waste, including paper, cardboard, metal containers, wood, glass, bedding, crockery, demolished building materials or litter of any kind that may be a detriment to the public health and safety.

SOLID WASTE. Compostables, garbage, rubbish, recyclable materials, ashes incinerator ash, incinerator residue, street cleanings, municipal and industrial sludges, and solid commercial and solid industrial waste, animal waste, but does not include human body waste, liquid or other waste regulated by statute, ferrous or non-ferrous scrap directed to a scrap metal processor or to a re-user of ferrous or non-ferrous products, or animal by-products.

SOLID WASTE HAULER. A person who owns or operates a solid waste transporting unit.

SOLID WASTE TRANSPORTING UNIT. A container which may be an integral part of a truck or other piece of equipment used for the transportation of solid waste.

SUPERVISOR. A duly elected or acting supervisor of the Charter Township of Plymouth.

TOWNSHIP. The Charter Township of Plymouth.

TOWNSHIP CONTRACTOR. A private individual, firm, partnership or corporation collecting and disposing of municipal solid waste pursuant to a duly authorized and executed agreement or contract with the Charter Township of Plymouth, to provide services at a certain rate or price.

IX-1.02. Administration.

The operation and administration of this ordinance shall be under the direction of the Township Board.

(A) Enforcement. It shall be the duty of the Supervisor of the township, through his or her proper agents and officers to enforce the provisions of this ordinance, and to make rules and regulations for the administration of the same.

(B) Township contract for solid waste collection authority of township to contract for solid waste collection. Whenever in the judgment of the Township Board such action may be necessary or advisable, they may determine to have the township enter into a contract or contracts and to grant a license or licenses to persons as they may deem best able to collect solid waste, separated between recyclable and nonrecyclable materials, in the township in accordance with the best interest of the township and its citizens. The contract shall be for such terms as they may determine, but not to exceed in any instance five years for a non-exclusive contract and two years for an exclusive contract, and such contract may be, but need not be, exclusive, and the Township Board may authorize the making on the part of the township of one or more contracts and if they determine it necessary, may limit the contract to a certain part of the township, or to certain types of premises, such as residential, commercial, industrial and the like.

(C) Contract - award by board - basis. The contract or contracts shall be awarded on a competitive basis, and the Board shall be responsible for the control of letting and making such contract or contracts. The procedures established by the township policies and all ordinances in connection with the awarding of contracts shall be observed.

(D) Contract - bond requirements. Each person entering into a contract with the township for the collection and disposal of solid waste shall furnish the township with a performance bond in an amount established by the Township Board and in such form as may be approved by the Township Attorney, which bond shall be signed by an approved corporate surety authorized to do business in this state and which bond shall be conditioned on the satisfactory performance of all obligations assumed under the particular contract, and further conditioned on the due observance during the term of the contract of all laws of the state or ordinance, of the township and all legal rights of all persons who are served by or injured by the contractor.

(E) Contract - insurance requirements.

(I) Each township contractor shall procure and maintain during the life of the contract, owner's and contractor's protective public liability and property damage insurance, in the name of the township, in an amount not less than \$3,000,000 for injuries, including accidental death, to each person; and subject to the same limit for each person, in an amount not less than \$3,000,000 on account of each accident, and \$1,000,000 aggregate for damage to property.

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Charter Township of Plymouth- Solid Waste Disposal

(a) The insurance includes motor vehicle exposure and specific coverage, by endorsement, as required by the Supervisor.

(b) Each township contractor shall deposit with the Clerk certificates of insurance indicating this coverage prior to the execution of the contract.

(2) The township may require of township- contractors' other bonds and insurance, including worker's compensation insurance, to insure the township that the obligations of the contractor will be sufficiently performed and/or discharged and to protect the township in the event that they are not.

(F) Contractor's license - issuance. The Township Clerk shall issue to the contractor immediately after the execution of the contract a license, without charge, to collect solid waste as required by the terms and conditions of the contract for the period of the contract.

(G) License and contract not assignable. No license or contract issued, granted or entered into, to any township contractor under the provisions of this article, shall be transferable, assignable or sublet without the express permission of the Township Board in the form of a resolution, unless otherwise provided in the contract.

(H) Frequency and extent. Except as otherwise provided in this article and other ordinances, and except in the case of an emergency arising from an act of God or under circumstances over which the Division of Public Services of the township or the township contractor has or had no control, solid waste shall be collected, removed and disposed of no less frequently than once each week from premises to be served by the township contractor.

(I) User charge. If the township enters into a contract pursuant to this section, a user charge shall be established by resolution of the Township Board and imposed on all residents of the township to be served by such contract reasonably calculated to defray the cost of providing the service. The charge shall be assessed to each resident, and the Township Board has the discretion to include the charge as part of the residents' water and sewer billing. For all bills not paid when due and payable, a penalty of 5% of the amount of the bills shall be added thereto.

IX-1.03.

(A) License required. All solid waste shall be collected from persons or property within the township only by a person licensed as a solid waste hauler by the township. It shall be unlawful for any person to operate as a solid waste hauler in the Charter Township of Plymouth without first obtaining a license as herein provided.

(B) Interference with collection. It shall be unlawful for any person other than township street and alley cleaners, licensed solid waste haulers, or other authorized persons to interfere with solid waste placed in the streets, alleys, and public places of the Charter Township of Plymouth for collection by licensed solid waste haulers, or to interfere in any way with solid waste receptacles in the Charter Township of Plymouth.

IX-1.04. Recycling of Solid Waste.

(A) General rule and effective date. Commencing September 4, 1990, it shall be unlawful for any person who owns, possesses, controls, supervises or occupies private property within the township which has available curbside collection of solid waste to commingle recyclable materials with other solid waste or to place it out for collection other than as provided in this section.

(B) Recyclable solid waste. All recyclable material shall be separated from other garbage and refuse and grouped together and placed for collection. Recyclable material shall consist of and be contained as follows:

(1) Brown, green and clear glass bottles, jars and containers; ferrous and nonferrous cans and bottles; and polyethylene terephthalate (PET) and high density polyethylene plastics (HOPE) as listed in Public Act 414 of 1988, M.C.L.A. §§ 299.481 et seq., whether or not labeled in accordance with the Act, are recyclable and shall be placed together in the approved recyclable container and placed out for collection.

(2) Newsprint. All newsprint shall be bundled or bagged or placed out for collection. Newsprint shall not be mixed with any other solid waste.

(3) Compostables. Compostables shall be placed in approved bags and placed out for collection for the period of time from April 1 through November 30 of each and every year.

(C) Collection.

(1) Placement for collection. Recyclable materials shall be made accessible for collection in the same locations as nonrecyclable solid waste.

(2) Time of placement for collection-of recyclable refuse. All recyclable refuse shall be placed for collection at the same time as other solid waste is placed for collection.

(3) Donation to others. Nothing in this ordinance is intended to prevent any person from donating or selling recyclable materials to any person, club, business, civic organization, charitable organization or any other organization.

IX-1.05. Solid Waste Hauler Duties and Responsibilities.

Commencing September 4, 1990, it shall be unlawful for any licensed solid waste hauler to accept from private property within the township, which has available curbside collection of solid waste, recyclable materials commingled with other solid waste, and to transport recyclable materials to a licensed disposal area other than a facility for their processing. The solid waste hauler shall establish and implement a recycling program consisting of weekly curbside collection of recyclables, transportation and delivery to a materials recovery facility, and an educational program to advise customers of the benefits of recycling. The curbside collection of recyclable material shall include the following:

(A) Providing storage containers. The solid waste hauler shall provide an in-home recycling container to each customer for the storage of recyclables. The container shall be plastic and manufactured using at least 25% recycled materials.

(B) Collection of recyclables. The solid waste hauler shall collect recyclable materials as defined in this ordinance and shall be responsible to deliver all recyclable materials other than compostables to a material recovery facility (M.R.F.) All compostables collected for the period of time from April 1 through November 30 of each and every year shall be delivered to a composting facility. Recyclable materials shall not be disposed of in a disposal area, as defined in Public Act 641 of 1978 as amended.

IX-1.06. Owner Responsibility.

No person who is a resident of the township or who owns, possesses, controls, supervises or occupies land or premises within the township shall cause or permit any solid waste, including recyclable materials, to be collected from such person or person's premises by any person other than a solid waste hauler licensed by the township.

IX-1.07. Hours of Collection.

No solid waste shall be collected from persons or property within 500 feet of a residential unit between the hours of 11:00 p.m. of one day and 7:00 a.m. of the next succeeding day unless the Township Supervisor has issued written authorization for the collection after having duly considered the means and location of the collection and determined no offensive noise or nuisance will be occasioned adjacent residences.

IX-1.08. Storage of Solid Waste.

Every person who owns, possesses, controls, supervises or occupies private property within the township shall be responsible for placing and keeping solid waste arising from the use or occupation of the property in receptacles designed and constructed for such and which prevent the emission of odors and the broadcasting of pieces. Further, the receptacles shall be impervious to weather, safe from destruction by animals and hygienic, provided plastic-bags with a thickness not less than 1.5 millimeters shall be deemed to meet the requirements of this sentence.

(A) Rubbish that is larger than can be conveniently contained in receptacles shall be securely tied in compact bundles not to exceed 50 pounds in weight and placed in a location convenient for collection. Parts of trees shall not exceed three feet in length, nor shall they exceed ten inches in diameter.

(B) Solid waste resulting from the operation of commercial, industrial or other business enterprise may be placed and kept in commercial receptacles of a size and construction to facilitate pick up by a licensed solid waste hauler. The commercial receptacles shall be constructed of substantial metal, shall be water tight and shall have tight-fitting covers.

(C) Solid waste resulting from the usual routine of housekeeping and residential living may be placed and kept in portable receptacles of substantial metal or plastic construction with handles and a tight-fitting cover. Plastic bags of sufficient thickness to meet the purposes of this section may be used in place of metal or plastic portable receptacles for such domestic solid waste. No single receptacle or bag shall weigh more than 50 pounds when filled.

(D) In the case of a building housing more than two families, the receptacles shall be provided by the owner of the premises and shall be commercial receptacles unless the curbside collection of solid waste is available.

(E) It shall be the duty of the owner, contractor or other person responsible for construction work to remove from the premises within a reasonable time after the completion of the construction work all surplus construction materials and building refuse materials.

IX-1.09. Weekly Collection.

Every person who owns, possesses, controls, supervises or occupies private property in the township shall cause all solid waste to be collected from the property at least once each week. If the collection is to be provided by the township pursuant to contract, the person's responsibility shall be to place such solid waste at its usual collection point. Every person shall limit the time when receptacles are placed on public property or private property beyond the front line of any residence to the period of 6:00 p.m. of the day prior to the regularly scheduled solid waste collection day and 12 hours following the act of collection by the licensed solid waste hauler.

IX-1.10. Prohibitions.

(A) No solid waste shall be kept in open containers or piled, placed, dumped, or disposed of on any land within the township.

(B) Burning prohibited. It shall be unlawful for any person to burn garbage or rubbish any place within the township other than in incinerators located inside of the buildings and approved by the Chief of the Township Fire Department or some person designated by him or her. It shall be unlawful for any person to burn leaves and yard waste any place within the township.

(C) Safety. No person shall deposit, spill or leave any matter or thing whatsoever on either public or private property or cause the same to be done which may result in injury or damage to person, animal or property.

(D) Scattering. It shall be unlawful for any person to scatter or leave any matter or thing whatsoever on either public or private property or cause the same to be done, which will result in or contribute toward any unsightly conditions within the township.

IX-1.11. License Procedure.

All solid waste haulers collecting solid waste from persons or property within the township shall be required to have a duly issued and in effect license pursuant to the following procedure:

(A) The Township Clerk and the office of the Township Clerk shall administer the issuance of the license.

(B) Each license shall be effective for a term expiring on the 30th day of January next following the date of issuance, unless earlier suspended or revoked.

(C) The fee for a solid waste haulers' license shall be \$25 plus \$5 for each solid waste transporting unit and each commercial receptacle owned or utilized by the licensed solid waste hauler. Each additional solid waste transporting unit and each additional commercial receptacle placed in service after a new or renewal application has been filed shall be notified to the Township Clerk and accompanied by the aforesaid unit fee before the Clerk may issue the decal.

(D) A license shall be issued to the solid waste hauler applicant and a decal for each solid waste transporting unit and commercial receptacle of the applicant. The license shall be displayed at the licensee's principal place of business and produced for inspection by any representative of the township or customer upon request to the licensee. The decal shall be permanently affixed to and maintained upon the solid waste transporting unit or commercial receptacle in a clearly visible location.

(E) A license shall not be granted to an applicant unless the applicant submits an application in a form and containing information concerning the identity, experience, officers and employees, equipment, economic integrity, proof of access to and use of an adequate and approvable materials recovery facility (M.R.F.), composting facility and a licensed disposal area, and pertinent facts of the applicant as the Township Clerk may from time to time require for the purpose of determining whether the applicant meets all of the requirements of a solid waste hauler and the solid waste transporting units established by the Director of the Department of Natural Resources pursuant to M.C.L.A. §§ 324.101 et seq. and rules promulgated pursuant to M.C.L.A. §§ 24.201 et seq., as amended, all of which detailed technical regulations are adopted by reference and incorporated herein by reference.

(F) Each solid waste transporting unit and each commercial receptacle shall be inspected in accordance with procedures established by the Clerk to determine that the solid waste hauler has in operation only units and receptacles which are proper, hygienic and not contributory to litter. The Clerk may accept as complying with this ordinance, any solid waste transporting unit which has been inspected

and approved by the Director of the Department of Natural Resources pursuant to Public Act 451 of 1955 as amended, and the rules promulgated pursuant to Public Act 306 of 1969, as amended, all of which detailed regulations are adopted by reference and incorporated herein by reference, for the period of the effectiveness of the approval.

(G) Each application for a license shall be accompanied by a bond running to the Charter Township of Plymouth in the penal sum of not less than the amount of one year revenue to be realized by the licensee from the township residents in such form as may be approved by the Township Attorney, which bond shall be signed by an approved surety duly authorized to do business in Michigan, and which bond shall be conditioned on the due observance during the time of the license of all of the laws of the State of Michigan, the ordinances of the Charter Township of Plymouth and the approved rules and regulations of the Supervisor pertaining to the collection, removal and transportation of solid waste and all legal rights of all persons who are served by or injured by the licensee. Any persons aggrieved by the action of any private collector licensee shall have a right of action on the bond for the recovery of the damages. The bond shall remain in full force and effect for a period of 90 days after the expiration or cancellation of any license. Each licensee shall maintain for each vehicle, the security required by law, and additional security sufficient to pay \$1,000,000 for one person injured in an accident, and \$1,000,000 for all other persons injured in an accident, and shall deposit, prior to the issuance of the license, certificates of insurance with the Township Clerk indicating such coverage. The solid waste hauler licensee shall obtain and keep in full force and effect insurance to protect the public against risk of loss from liability, including damage to property and injury to person, in a sum not less than \$1,000,000 per occurrence caused by the actions or operations of the licensee, its officers, employees and agents. Further, the township may require of private and township contractors other bonds of insurance including worker's compensation insurance to insure the township that the obligations of the contractors will be sufficiently performed and discharged, and the safety of the township will be protected in the event that they are not.

(H) If the applicant meets the requirements of this ordinance, meets the requirements and rules promulgated pursuant to Public Act 451 of 1955, as amended, agrees to abide by this and all other applicable township ordinances, including, but not limited to, site plans prepared pursuant to the Zoning Ordinance, and pays the applicable fees, then the Clerk shall issue a license to the applicant and for each acceptable solid waste transporting unit and commercial receptacle.

(I) No license or contract issued, granted or entered into with any contractor under the provision of this ordinance shall be assignable or sublet- without the express written permission of the Township Board.

(J) Each private contractor may fix and determine reasonable rates to be charged for this service. In the event any person dealing with a private contractor is aggrieved by the rates fixed for the service, the Township Board reserves the right, upon appeal by the person, to fix and determine the reasonable rates to be charged by the private collector licensee. Notwithstanding the above, the Township Board hereby reserves the right to fix and determine, at any time, a schedule of reasonable rates to be charged by all private collector licensees for the collection, transportation, and disposal of commercial, building and industrial refuse.

IX-1.12. Regulations and Duties of Licensees.

(A) No solid waste hauler licensee shall require a customer to deposit or prepay collection charges for a period in advance greater than three calendar months.

(B) No solid waste hauler licensee shall collect from residential customers less frequently than weekly (legal holidays, strikes and acts of God excluded).

(C) No solid waste hauler licensee shall dispose of collected solid waste other than by means of licensed solid waste transporting units and at disposal areas or facilities licensed pursuant to M.C.L.A. §§ 324.101 et seq.; provided that recyclables shall be transported to materials recovery facility; provided further that during the period of time from April 1 through November 30 of each and every year, compostables shall be transported to composting facilities and shall not be transported to any sanitary landfill for disposal.

(D) The Township Supervisor shall have the authority to designate from time to time the streets and highways upon which the solid waste hauler licensee may transport solid waste transporting units.

(E) The township shall have the authority to designate a particular property or condition as a public health hazard due to solid waste generation, accumulation or storage, and upon notice to a solid waste hauler licensee, the Supervisor may require the licensee to cooperate and assist in the collection of solid waste for the purpose of reducing or eliminating the public health hazard; provided, the township shall pay the reasonable and customary charges of the licensee related to providing required collection and the township shall be entitled to receive full reimbursement of the charges from the person who owns, possesses, controls, supervises or occupies the aforesaid particular property.

(F) Each solid waste hauler licensee shall designate an employee or agent to regularly answer all complaints made, and to properly dispose of same.

(G) Each solid waste hauler licensee shall pay any judgment which may be obtained against the Charter Township of Plymouth, whether alone or with the licensee on account of any injury, or damage to any person or property by reason of any license granted hereunder and the licensee upon demand of the township shall intervene and defend any suit or action thereof upon notice thereof given by the Clerk to the licensee.

(H) Solid waste transporting units used by the licensee in the collection and disposal of solid waste under the provisions of this ordinance shall have, on both sides thereof, the name of the licensee and business plain, unobscured letters that are visible to members of the community.

(I) Each solid waste hauler licensee shall collect solid waste by emptying the contents of the receptacle into the licensee's solid waste transporting unit and returning the receptacle to the place on the customer's property from which it was removed, replacing the cover. All receptacles shall be so handled and emptied that no garbage is spilled on the premises of the customer nor in any street area.

(J) The solid waste hauler licensee shall so load the solid waste transporting unit that as soon as any compartment of the licensee's solid waste transporting unit is filled, the same shall be immediately covered with a metal cover.

(K) The transportation of all garbage, offal, rubbish or other waste materials through the streets, alleys, thoroughfares of the Charter Township of Plymouth shall be conducted in a manner as to create no nuisance. It shall be unlawful for any person, firm or corporation to transport, cart, carry or convey through or over any of the streets, alleys, or public places of the Charter Township of Plymouth any garbage, unwashed refuse, or unwashed food containers without the written consent of the Township Board. Whenever the permission is granted, the vehicle used for such purposes shall be water tight and provided with a suitable covering. It shall be unlawful for any person, firm or corporation to transport or to otherwise convey through or over any of the public streets or public places of the Charter Township of Plymouth any rubbish or other waste material except under written regulations or with the written consent of the Township Board, except rubbish or waste material accumulating on property owned or controlled by him or her and then only by approved methods of conveyance.

IX-1.13. Refusal or Revocation of License.

Any application for a license may be refused and any license issued under this ordinance may be revoked by the Supervisor when the applicant or licensee has made a false or fraudulent statement in such application or in the operation of his or her business, or whenever the business is conducted in an unlawful manner or in such manner as to constitute a breach of the peace or a menace to the health and welfare of the public, or whenever the applicant or licensee is unable to satisfactorily meet or perform the requirements and provisions of this ordinance, and the approved rules and regulations of the Township Board. Upon written complaint setting forth the reasons for denial, suspension or revocation of a license filed by the Supervisor with the Clerk, the Clerk shall call a meeting of the Township Board with notice to the applicant or licensee in order to consider the complaint and conduct a hearing thereon. At the hearing, the applicant or licensee may introduce evidence on its behalf and confront all opposing witnesses. Upon a finding by a majority of the members of the Township Board present at the hearing of a violation of the provisions of this article; the license may be denied, suspended or revoked. The applicant or licensee may have a right to appeal any adverse decision of the Township Board to a court of competent jurisdiction.

IX-1.14. Penalty.

Any person, firm or corporation who shall violate or fail to comply with any provision of this code, other than Section IX-1.04, shall be punished as provided in the General Provisions of the township code. Each day that the violation continues after due notice has been served in accordance with the terms and provisions hereof shall be deemed a separate offense. Any person, firm or corporation who shall violate

IX-14**Charter Township of Plymouth - Solid Waste Disposal**

or fail to comply with Section IX-1.04 shall be liable for a civil infraction and shall be assessed the following civil fines:

- (A) For the first violation, a fine as determined by the comprehensive fee schedule.
- (B) For the second or subsequent violation, a fine as determined by the comprehensive fee schedule.



CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

MEETING DATE: October 26, 2021

ITEM: Request to Authorize American Rescue Plan Act Funding for Non-Public Safety Employees

PRESENTERS: Supervisor Heise

BACKGROUND: Plymouth Township will receive \$2.83 million over the next two years under the American Rescue Plan Act (ARPA) of 2021. As with most federal funding efforts, there are guidelines on how and where the funds can be spent. One of the allowed categories for spending under ARPA is what's commonly referred to as a "hazard pay bonus" for public employees who worked during the pandemic.

This bonus of \$1,000 was already provided to our Police, Fire and Dispatchers as mandated in President Trump's COVID relief package of 2020. It is my recommendation to extend this new bonus funding to our non-public safety employees in the TPOA Clerical Union, the DPW Teamsters Union, our non-union staff, the Deputy Clerk and Treasurer, and our Department Heads. **This would not apply to elected officials.**

Full-time employees in the above categories would receive \$1,000 if they worked for a majority of the 2020-'21 pandemic timeframe, and part-time employees would receive \$500 under the same rules.

Unlike most of our surrounding communities, Plymouth Township did not lay off employees during the pandemic. Labor and management worked cooperatively to handle work at home and at the office while observing public health guidelines. Department Heads were expected to be in the office along with non-union personnel and the three full-time elected officials. Work buildings were fumigated bi-weekly, masks were mandated in public areas, and vaccinations were offered as soon as they became available.

Throughout the pandemic, our employees continued to fix water lines, approve permits, review plans, do inspections, approve invoices, pay bills – and conduct the most labor-intensive election in Township history. We should be proud of their efforts and commitment to the people of Plymouth Township.

The total expenditure for these bonuses will be \$43,599. The Township will also need to cover the cost of FICA for these employees where applicable out of our American Rescue Plan Act (ARPA) Fund account in the amount of \$40,500 for wages and \$3,099 for FICA.

Employees will also have to pay state and federal tax on these bonuses.

PROPOSED MOTION: I move that the Board of Trustees hereby amend the fiscal 2021 budget and recognize \$43,599 of the American Rescue Plan Act Grant award as revenue to authorize the awarding of monetary bonuses under the ARPA Grant of 2021 pursuant to the terms and conditions listed in Resolution 2021-10-26-68, and to further authorize the Finance Director to appropriate \$43,599 from the Township's 2021 ARPA Grant for the expenditure in the 285 ARPA Fund's wages and FICA account in the total amount of \$43,599 associated with these bonuses where applicable.

**STATE OF MICHIGAN
COUNTY OF WAYNE
CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES**

RESOLUTION # 2021-10-26-68

**RESOLUTION TO AUTHORIZE COVID BONUS TO CERTAIN EMPLOYEES UNDER
THE AMERICAN RECOVERY PLAN ACT OF 2021**

At a regular meeting of the Board of Trustees for the Charter Township of Plymouth (the 'Board'), held at Township Hall, 9955 N. Haggerty Road, Plymouth, MI on October 26, 2021, the following resolution was offered:

WHEREAS, the American Recovery Plan Act of 2021 permits local units of government to authorize bonus payments to employees who worked during the 2020-'21 COVID-19 Pandemic of up to \$1,000 per employee, and;

WHEREAS, the Board seeks to honor the legislative intent of the ARPA by providing such bonuses to non-public safety employees, and;

WHEREAS, the Township's Police, Fire and Dispatch already received such COVID-19 bonuses in 2020, and;

WHEREAS, the referenced amendments are reflective of activity to be incurred in the 285 - American Rescue Plan Act Fund since the adoption of the FY2021 budget approved on November 10, 2020, and;

WHEREAS, the Board authorized the Finance Director to amend the fiscal 2021 Adopted Budget to recognize \$43,599 of the American Rescue Plan Act grant's unearned revenue as revenue in the 285-000-528.000 Federal Grant-Other for the non-public safety employees COVID premium pay as provided under the allowable uses of the grant award; and;

WHEREAS, the Board authorized the Finance Director to amend the fiscal 2021 Adopted Budget to appropriate \$40,500 to 285-000-702.000 Wage account and \$3,099 to 285-000-710.000 Social Security/Medicare of the American Rescue Plan Act Grant funds for the non-public safety employees COVID premium pay as provided under the allowable uses of the grant award; and

NOW, THEREFORE, BE IT RESOLVED that the Board does hereby approve Resolution #2021-10-26-68 authorizing bonuses of \$1,000 to qualifying full-time employees in the TPOA and Teamster's Union, non-union employees, the Deputy Clerk and Treasurer, and

Department Heads, and \$500 to qualifying part-time employees. This bonus shall not be provided to the Board of Trustees.

BE IT FURTHER RESOLVED That the Finance Director is authorized to amend the FY2021 Adopted Budget, hereby amended as shown on the schedule to recognize 285 American Rescue Plan Act Fund revenue of \$43,599 and to appropriate budget in the amount of \$43,599 of its restricted fund balance for FY2021, and by way of this resolution #2021-10-26-## the Board hereby adopts these amendments to the FY2021 285 American Rescue Act Fund budget.

Present: [Curmi, Clinton, Monaghan, Doroshewitz, Heise, Stewart, Vorva]

Moved by:

Supported by:

Roll Call Vote

Ayes:

Nays:

Adopted: Regular Meeting of the Board of Trustees on October 26, 2021.

Jerry Vorva, Clerk, Charter Township of Plymouth