

# PENINSULA TOWNSHIP PARK COMMISSION

## Special Meeting

### Township Hall

Thursday, May 26, 2016--11:00 a.m.

## Agenda

1. **Call to Order**
2. **Pledge**
3. **Roll Call**
4. **Approve Agenda**
5. **Brief Citizens Comments – for items not on Agenda**
6. **Conflict of Interest**
7. **Consent Agenda**

Any member of the Board, staff, or the public may ask that any item on the Consent Agenda be removed and placed elsewhere on the agenda for full discussion.

- A. Treasurer's Report
- B. Invoice List Approval

8. **Business**
  - A. Appoint Members for Bowers Harbor Expansion Steering Committee
  - B. Approve RFP for Hessler Log Cabin Repair
  - C. Approve Lighthouse Invoices

9. **Citizen Comments**
10. **Board Comments**
11. **Adjourn**

Peninsula Township has several portable hearing devices available for audience members. If you would like to use one, please ask the Clerk.

Anne Griffiths, Park Commission Secretary

Posted: May 23, 2016 at 12:00 noon

## VOLUNTEERS FOR BHP EXPANSION COMMITTEE

Monnie Peters <a href="mailto:mgpeters@acegroup.cc">mgpeters@acegroup.cc</a>		
Nancy Heller <a href="mailto:nancyrheller@gmail.com">nancyrheller@gmail.com</a>		
Diana Hammond <a href="mailto:admin@stampeaz.com">admin@stampeaz.com</a>		
Don Atkinson <a href="mailto:atkinsondon@yahoo.com">atkinsondon@yahoo.com</a>		
Jennifer Spranger <a href="mailto:jsfreud@aol.com">jsfreud@aol.com</a>		
Kathie Dreier <a href="mailto:ksdscout@gmail.com">ksdscout@gmail.com</a>		
Dena Schweitzer <a href="mailto:dengars@aol.com">dengars@aol.com</a>	Letter – unable to attend	
Dan Denawetz <a href="mailto:dand@reconmgmt.com">dand@reconmgmt.com</a>		
Whitney Waara <a href="mailto:whitney.waara@gmail.com">whitney.waara@gmail.com</a>		
Dorothy Moroff <a href="mailto:dorothym114@aol.com">dorothym114@aol.com</a>		
Erin Peters <a href="mailto:ecpeterstc@yahoo.com">ecpeterstc@yahoo.com</a>		
Michael McCrary <a href="mailto:mike.mccrary@pineriverconsulting.com">mike.mccrary@pineriverconsulting.com</a>		
Karen Gleason <a href="mailto:gardengirl16871@gmail.com">gardengirl16871@gmail.com</a>		
John Snow <a href="mailto:johnsnow@charter.net">johnsnow@charter.net</a>		
Mary Swift <a href="mailto:mswift@chartermi.net">mswift@chartermi.net</a>		
Cameron Farley <a href="mailto:cjf1300@gmail.com">cjf1300@gmail.com</a>		
Sue Kinney <a href="mailto:suekinne@charter.net">suekinne@charter.net</a>	letter	
Bev Thompson <a href="mailto:bev@sycron.com">bev@sycron.com</a>	Letter – unable to attend	
Sarah Kroupa <a href="mailto:sarahhyatt@hotmail.com">sarahhyatt@hotmail.com</a>		

## Susan Piehl

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**From:** Anne Griffiths <aegriffiths415@gmail.com>  
**Sent:** Wednesday, May 25, 2016 10:05 AM  
**To:** Susan Piehl  
**Subject:** Fwd: Appointment

----- Forwarded message -----

**From:** Dan Denawetz <dand@reconmgmt.com>  
**Date:** Mon, May 23, 2016 at 2:47 PM  
**Subject:** Appointment  
**To:** aegriffiths415@gmail.com, Unknown <dand@reconmgmt.com>, Sara <sara@reconmgmt.com>, Mary Denawetz <marytdenawetz@gmail.com>, Joey Denawetz <joey.denawetz@gmail.com>, Kelly Denawetz <denrointernational@yahoo.com>

Hi Anne:

I am Dan Denawetz and live on Ne Ah Ta Wanta Rd about 12 houses from the park on the harbor.

My background is available on line at [reconmanagementsystemsmi.com](http://reconmanagementsystemsmi.com) and Linked In as an author, consultant and coach to organizations and individuals.

My mother in law was Rebecca Tompkins and wife was Fran until her recent auto death.

I am working with the Historical Society (Memorial Tree Committee) which last week planted another 20 trees on Center Road and 5 at Lorry's Station in memory of Fran.

My interest goes toward preserving the over 100 year legacy of Tompkins and extending toward my 4 children and their children.

I would appreciate a response as to time / place to meet, an D have slight conflict with a delivery on Thursday ? AM.

Thank you in advance for your response.

Best,

dan

--  
Anne Griffiths  
14548 Bluff Rd  
Traverse City MI 49686

## **Bowers Harbor Park Steering Committee**

My name is Sue Kinne, 14743 Shipman Road, and I would be interested in serving our community on the Bowers Harbor Park Steering Committee.

I feel that I can add valuable input to help others make this expansion a great asset to our community. In Denver, I served on various committees which helped enhance the area in which I lived. I served as Chairman of our Clubhouse renovation, securing bids from contractors, purchasing interior furnishings, choosing all fixtures, carpeting and paint all by gaining support and approval from the members of the Board and our community. In addition, I served for 7 years as a member of the Architectural Committee, overseeing compliance to our guidelines and bylaws. I also spearheaded the committee to revamp all colors used for houses in our neighborhood. We lived in a community that was known for its greenbelts and common areas and I helped maintain the ambiance and beautiful features in our neighborhood.

In my career of 30 years, I organized Boards of Directors, coordinated thousands of volunteers and raised millions of dollars, specializing in business sponsorships and special events. I would be happy to use my expertise to enhance community participation in this most important Bowers Harbor Park Expansion.

Thank you for your consideration and I look forward to help in any capacity that I can.

Sue Kinne  
303-880-8648  
Suekinne@charter.net



Susie Shipman <shipman.parks@gmail.com>

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## Bowers Harbor Expansion Committee

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Bev Thompson <bev@sycron.com>  
To: Susie Shipman <shipman.parks@gmail.com>

Tue, May 24, 2016 at 9:49 PM

Susie,  
I cannot attend the meeting on Thursday, May 26th, as I will be down state, but would like to submit a statement of interest as you suggest in your email. It follows:

**Statement of Interest**  
Beverly Thompson

Citizen input and participation is vitally important to the success of the Bower's Harbor Expansion Committee and I would like to submit my interest in aiding the Park planning process.

I have enjoyed the community and the parks of Old Mission since 1983. Recently becoming a more full time resident has allowed me time to enjoy the Bower's Harbor Park and surrounding acreage adjacent to the park almost on a daily basis in every season of the year.

My work experience was as an Educator in Art at the Middle School level and also as the University coordinator for Student Teachers in Art at the University of Michigan - Flint.

I am an MSU Master Gardener and currently volunteer with the Northern Michigan Master Gardeners as they maintain the entrance at the Conservation District's Boardman River Nature Center. I am also an active member in a Michigan Charter Garden Club and write Pointers for it's monthly newsletter.

I would enjoy the opportunity to give back to a part of this peninsula that has enriched and nurtured my family for three generations.

Beverly Thompson  
18398 Dougherty Lane

bev@sycron.com  
810 869 5571

Sent from my iPad  
[Quoted text hidden]  
> <05-26-16\_park\_\_commission.pdf>

My name is Dena Schweitzer and I am very interested in serving on the Bowers Harbor Park Expansion Committee.

I would like to serve on this committee because I believe that Bowers Harbor Park is an integral part of our community.

In order to ensure that the park expansion is successfully implemented it is important to involve as many voices from the Old Mission Community as possible. I can facilitate this process by connecting the committee with various community groups. Because of my involvement in the fundraising and construction of the baseball fields, people often talk with me about the park. I believe the connections I have made will help provide a voice for the families of Old Mission Peninsula. Additionally, I work at OMPS, I am actively involved at the Old Mission Peninsula United Methodist Church, and have met many retired residents through my parents. I hope to access these connections to ensure the township has representation from as many community voices as possible.

I am an active user of the park. I enjoy the playgrounds, baseball fields, pavilions, and the solitude of the walking path. I have seen the strength of community through the building of the baseball fields. Now, the park is not a stop for a game, it is a destination. On some game days, not only do the kids play their games on the fields, families grill out after the games while the kids enjoy playing together on the fields and playgrounds. Memories and friendships are formed that will last a lifetime. In my eyes, this is certainly an important component of a public park.

As a member of your group, I will strive to facilitate communication and organize the information gathered to continue to grow Bowers Harbor Park into a destination for all members of our community.

Respectfully,  
Dena Schweitzer

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**Kathie Dreier**

From: Kathie Dreier <[ksdscout@gmail.com](mailto:ksdscout@gmail.com)>  
Date: Sun, May 22, 2016 at 9:17 AM  
Subject: Via The Ticker  
To: [maura.a.sanders@gmail.com](mailto:maura.a.sanders@gmail.com)

To Maura Sanders / Chair of the Park Commission,

I saw an article last week about your efforts to begin plans for the new acreage at Bowers Harbor Park. I assume that you already have plenty of volunteered advice and opinions on the matter. That said...I am willing to add assistance to your process if my demographic is needed.

I am a long time resident (over 30 years) and a frequent visitor to Peninsula Parks. I am now retired but had been a TC teacher. I walk my dog on the Bowers pathway at least 3 times a week. I've experienced the park at various times of the day...all year round...all seasons and all weather. I'm interested in the plans for its further development.

Please contact me if I could be helpful.

Sincerely, Kathie Dreier  
12434 Peninsula Dr.  
[\(231\) 223-7848](tel:(231)223-7848)

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**Jennifer Spranger**

Jennifer <[jsfreud@aol.com](mailto:jsfreud@aol.com)>  
May 21 (3 days ago)  
to me

Hi there.

I would like to participate on the bowers harbor park committee if help is still needed. Let me know. Thank you so much!

Jennifer Spranger

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**Whitney Waara**

On Sat, May 14, 2016 at 8:30 AM, Whitney Waara <[whitney.waara@gmail.com](mailto:whitney.waara@gmail.com)> wrote:

Hi Maura,

Not sure if we've met but your name is familiar. I'm noting the info in the ticker about the Bowers Harbor expansion and I'm interested in participating in some capacity. We are frequent park users - I have a couple of Little Leaguers - and moved to the peninsula almost two years ago. Let me know what I can do to help and be involved.

Thank you,

Whitney Waara  
7195 Logan Lane  
[whitney.waara@gmail.com](mailto:whitney.waara@gmail.com)  
[202-577-9775](tel:202-577-9775)

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**Dan Denawetz**

From: Dan Denawetz <[dand@reconmgmt.com](mailto:dand@reconmgmt.com)>

Date: May 23, 2016 at 2:47:03 PM EDT

To: [aegriffiths415@gmail.com](mailto:aegriffiths415@gmail.com), Unknown <[dand@reconmgmt.com](mailto:dand@reconmgmt.com)>, Sara <[sara@reconmgmt.com](mailto:sara@reconmgmt.com)>, Mary Denawetz <[marytdenawetz@gmail.com](mailto:marytdenawetz@gmail.com)>, Joey Denawetz <[joey.denawetz@gmail.com](mailto:joey.denawetz@gmail.com)>, Kelly Denawetz <[denrointernational@yahoo.com](mailto:denrointernational@yahoo.com)>

Subject: Appointment

Hi Anne:

I am Dan Denawetz and live on Ne Ah Ta Wanta Rd about 12 houses from the park on the harbor. My background is available on line at [reconmanagementsystemsni.com](http://reconmanagementsystemsni.com) and Linked In as an author, consultant and coach to organizations and individuals.

My mother in law was Rebecca Tompkins and wife was Fran until her recent auto death.

I am working with the Historical Society (Memorial Tree Committee) which last week planted another 20 trees on Center Road and 5 at Lorry's Station in memory of Fran.

My interest goes toward preserving the over 100 year legacy of Tompkins and extending toward my 4 children and their children.

I would appreciate a response as to time / place to meet, and have slight conflict with a delivery on Thursday ? AM.

Thank you in advance for your response.

Best,  
dan

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**Michael McCrary**

On Sat, May 14, 2016 at 8:48 AM, Michael McCrary <[mike.mccrary@pineriverconsulting.com](mailto:mike.mccrary@pineriverconsulting.com)> wrote:

Maura:

I want to offer my assistance in the Bower Harbor Park planning process.

I am a Peninsula resident and own a market research and consulting firm. We focus on bringing "voice of the customer" into the strategic planning process. So if there is a need to reach out to OMP residents for feedback, etc I would be happy to help.

I was also involved in planning and raising funds for the baseball fields at BHP. I'm available as needed...if the team is already in place, no worries.

Best,

Michael McCrary  
Pine River Consulting, LLC  
O: [231.844.4088](tel:231.844.4088), ext. 101  
M: [231.715.0055](tel:231.715.0055)  
[mike.mccrary@pineriverconsulting.com](mailto:mike.mccrary@pineriverconsulting.com)

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**Erin Peters**

On Sat, May 14, 2016 at 8:56 AM, Erin Peters <[ecpeterstc@yahoo.com](mailto:ecpeterstc@yahoo.com)> wrote:

We are long time users of Bowers Harbor Park.

My husband and I and 3 boys actively and Passively use the park for picnics, walking, baseball practice and for sure all the playground equipment.

We have even held youth team functions and family reunions at the park.

It defiantly needs new playground equipment. The current play structures are not safe.

We would love to see pickle ball courts. We currently drive the Grace McDonald fields to play pickle ball.

New basketball hoops would be nice and areas painted on basketball cement for the game of 4 square.

Updated bathroom facility is in desperate needs. Grace McDonald park has done an excellent job with playground equipment and building new bathrooms.

I would love to attend some planning meetings.

Thanks,

Erin Peters  
753 Wilson Rd. 49686

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Susie Shipman <shipman.parks@gmail.com>

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## Bowers Harbor Expansion Committee

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Karen Gleason <gardengirl16871@gmail.com>  
To: Susie Shipman <shipman.parks@gmail.com>

Wed, May 25, 2016 at 9:42 AM

Thank you for the information susie.

I will not be able to attend this meeting Thursday as I work in town during the weekdays.

Please let the committee know I am interested in the Bowers Harbor Park plan due to my husband's family history of showing horses at the park and now playing with my grandchildren there and keeping it safe and fun. My belief is that our parks are for families to enjoy the outdoors without too much manmade interference. Simple is best.

Thank you.

Karen Gleason

[Quoted text hidden]

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**Don Atkinson**

From: "Don Atkinson" <[atkinsondon@yahoo.com](mailto:atkinsondon@yahoo.com)>

Date: May 17, 2016 3:47 PM

Subject: Bowers Harbor park committee

Greetings Maura,

I read your notice on the Ticker this weekend and am very interested in getting involved in the park development work of your committee.

I am a resident of Old Mission, greatly appreciate the amazing resources, culture and beauty of the peninsula and see the need to develop a comprehensive plan to utilize the resources and meet diverse interests.

I have experience on park/recreation boards, board of education, BS degree in Agriculture, MA in Physical Education, MA Educational Leadership, middle/high school principal and director of youth organizations.

I am enthusiastic, experienced and have time to commit to this worthy project.

I would love to chat with you regarding the project and can be reached at [616-540-1937](tel:616-540-1937) or [atkinsondon@yahoo.com](mailto:atkinsondon@yahoo.com).

Thanks Maura,

Don

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**Karen Gleason**

On Mon, May 16, 2016 at 9:14 AM, Gleason, Karen <[KGLEASON@mhc.net](mailto:KGLEASON@mhc.net)> wrote:

Hello Maura,

I am interested in the planning process of the additional park land at Bowers Harbor Park along with updating or at least repairing the equipment that is already there. I take my grandchildren there and some of the equipment, as of a few weeks ago, is unsafe. I am a 38 year resident of the Peninsula and my husband was a 3<sup>rd</sup> generation farmer.

My personal email is [gardengirl16871@gmail.com](mailto:gardengirl16871@gmail.com). My phone is [231-590-5368](tel:231-590-5368).

Have a Nice Day,

Karen Gleason

"Be kinder than necessary, everyone you meet is fighting some kind of battle"

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**Dena Schweitzer**

dengars@aol.com

Here is a copy of the letter as requested.  
Dena

My name is Dena Schweitzer and I am very interested in serving on the Bowers Harbor Park Expansion Committee.

I would like to serve on this committee because I believe that Bowers Harbor Park is an integral part of our community.

In order to ensure that the park expansion is successfully implemented it is important to involve as many voices from the Old Mission Community as possible. I can facilitate this process by connecting the committee with various community groups. Because of my involvement in the fundraising and construction of the baseball fields, people often talk with me about the park. I believe the connections I have made will help provide a voice for the families of Old Mission Peninsula. Additionally, I work at OMPS, I am actively involved at the Old Mission Peninsula United Methodist Church, and have met many retired residents through my parents. I hope to access these connections to ensure the township has representation from as many community voices as possible.

I am an active user of the park. I enjoy the playgrounds, baseball fields, pavilions, and the solitude of the walking path. I have seen the strength of community through the building of the baseball fields. Now, the park is not a stop for a game, it is a destination. On some game days, not only do the kids play their games on the fields, families grill out after the games while the kids enjoy playing together on the fields and playgrounds. Memories and friendships are formed that will last a lifetime. In my eyes, this is certainly an important component of a public park.

As a member of your group, I will strive to facilitate communication and organize the information gathered to continue to grow Bowers Harbor Park into a destination for all members of our community.

Respectfully,

Dena Schweitzer

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**Cameron & Dan Farley**

From: "Cameron Farley" <[cjf1300@gmail.com](mailto:cjf1300@gmail.com)>

Date: May 14, 2016 4:33 PM

Dear Maura,

We would love to help in the planning of the new area of Bowers Harbor Park.

Cameron & Dan Farley

Please send info to:

[cjf1300@gmail.com](mailto:cjf1300@gmail.com)

PENINSULA TOWNSHIP  
13235 Center Road, Traverse City MI 49686  
Ph: 231.223.7322 Fax: 231.223.7117  
[www.peninsulatownship.com](http://www.peninsulatownship.com)

May 9, 2016

Dear Contractor:

The Peninsula Township Park Commission is seeking bids for Repair and Preservation of the Hessler Log Cabin on Old Mission Peninsula. If you are interested, please provide a bid as follows:

Issue Date: **May 10, 2016**

Bid Deadline: **May 30, 2016 at 5:00 PM Local Time**

**Peninsula Township Park Commission Advertisement for Bids**

Peninsula Township Park Commission is soliciting sealed bids to award a service contract for Repair and Preservation of Hessler Log Cabin

The service contract shall include:

- A) CHINKING AND LOG REPAIR-exterior only
- B) Wash and Borax treatment
  - 1. All exterior logs.
  - 2. Soffits, fascia and gables.
  - 3. All porch ceilings, posts and window trim boards.
  - 4) Dust bee holes and fill them with caulk.
  - 5) Repair woodpecker damage.
- C) Clean up including all window, door and foundation

Maura Sanders  
Peninsula Township Park Commission

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**LEGAL NOTICE**

**Peninsula Township Park Commission Advertisement for Bids**

Bids/proposals will be received by the Peninsula Township Park Commission at the Township Offices located at 13235 Center Road, Traverse City, MI 49686.

**Bid/Proposals Deliveries:** It is recommended that bid proposal deliveries be made either in person, mail or an alternate delivery method ensuring delivery to the address below. *Bidder shall bear full responsibility for ensuring that the bid proposal is delivered to the specified location by due date and time.* Late bids will be rejected as non-responsive.

**PROPOSAL NAME:**

**Repair and Preservation of Hessler Log Cabin**

An optional pre-bid site visit will be scheduled for 1-3 pm on a mutually acceptable date. Schedule with Anne Griffiths, Peninsula Township Park Commission, 231-313-8217, agriffiths415@gmail.com

**DUE DATE/TIME: May 30, 2016 at 5:00 PM Local Time**

**MAIL OR DELIVER TO:**

Peninsula Township Park Commission  
13235 Center Road  
Traverse City, MI 49686

The Peninsula Township Park Commission reserves the right to reject any and all bids and to waive any informality in bids received, deemed to be in the best interest of the Peninsula Township Park Commission. No officer or employee of Peninsula Township shall have a financial interest, direct or indirect, in any contract with relation to this work.

## **INTRODUCTION**

Peninsula Township Park Commission is soliciting sealed bids to award a service contract for Repair and Preservation of Hessler Log Cabin with Maintenance Plan and Training. The structure will have chinking and log repairs in accordance with the enclosed specifications.

## **SCOPE OF WORK**

Hessler Log Cabin, which was originally built between 1854 and 1856 by Joseph and Mary Hessler, pioneers who likely arrived by small boat from Mackinaw. In those early days of home construction, the white pine and hemlock timbers were snugly dovetailed at their joints to keep out the cold winter winds. The couple lived in their home for about ten years, and later it was used by others as both a small barn and during the 1950's and '60's, living quarters for cherry pickers. Eventually, the house was listed in the Michigan State Register of Historic Sites and moved to Mission Point Lighthouse Park for visitors to learn from and appreciate.

General details and specifications for the Scope of Work are set forth in sections A and B below, but it is noted that these details and specifications are not intended to be complete and comprehensive in all respects. Rather, the description of the Scope of Work contained in the service contract will control and govern the work and services to be provided. The work to be performed will include furnishing all labor, materials, supplies, tools, equipment and services required and necessary to perform and complete the project. The Contractor is responsible for obtaining all necessary state and local permits.

### **A) PROJECT SPECIFICATIONS – CHINKING AND LOG REPAIR**

The daubing lines of the chinking are no longer water tight and rain water is being channeled into the heartwood resulting in more decay. There is damage to the lower-most logs at the sill line.

Chinking and log repair service specifications:

1. To the extent possible, material used should match existing materials in appearance and finish.
2. Remove old existing chink.
3. Install Grip Strip backer foam.
4. Install new chink between each log course and around all windows and doors, and where logs meet roof line on straight and gable walls using Perma Chink.
5. Reseal all areas including soffits and windows.

### **B) PROJECT SPECIFICATIONS – Wash and Borax treatment**

1. All exterior logs.
2. Soffits, fascia and gables.
3. All porch ceilings, posts and window trim boards.
- 4) Dust bee holes and fill them with caulk.
- 5) Repair woodpecker damage.

### **C) PROJECT SPECIFICATIONS – Exterior Finish**

- 1.) Clean up including all window, door and foundation taping materials.
- 2.) Removal of all trash and debris from the site.

Project Manager is Marty Klein, Old Mission Historical Society

## **GENERAL CONDITIONS OF BIDDING**

- A. BIDS** – All bids must be clearly marked on blank bid form furnished by Peninsula Township Park Commission. The bidder must furnish a copy of insurance with the bid. Bids shall be submitted in a sealed envelope.
- B. AUTHORIZED SIGNATURES** – The bid must be executed personally by the vendor or duly authorized partner of the partnership or duly authorized officer of the corporation. If executed by an agent, a power of attorney or other evidence of authority to act on behalf of the vendor shall accompany the bid to become a valid bid.
- C. LATE BIDS** – Bids must be in the Township Office before or at the specified time and date bids are due. Bids received after the submission deadline shall be rejected as non-responsive bids.
- D. WITHDRAWAL OF BIDS PRIOR TO BID OPENING** – A bid may be withdrawn before the opening date by submitting a written request to the Peninsula Township Park Commission. If time allows, and the bidder desires, a new bid may be submitted. Bidder assumes full responsibility for submitting a new bid before or at the specified time and date bids are due. The Peninsula Township Park Commission reserves the right to withdraw a request for bids before the opening date.
- E. WITHDRAWAL OF BIDS AFTER BID OPENING** – Bidder agrees that offer may not be withdrawn or cancelled by the vendor for a period of thirty (30) days following the date and time designated for the receipt of bids unless otherwise stated in the bid and/or specifications.
- F. BID AMOUNTS** – Bids should show net prices, extensions where applicable and net total. In case of conflict between unit price and extension, the unit price will govern. Any ambiguity in the bid as a result of omission, error, unintelligible or illegible wording shall be construed in the favor of the Peninsula Township Park Commission.
- G. BID ALTERATIONS** – Bids cannot be altered or amended after submission deadline. Any inter-lineation, alteration, or erasure made before opening time must be initialed by the signer of the bid, guaranteeing authenticity.
- H. TAX EXEMPT STATUS** – The Township is exempt from federal excise tax and state sales tax. Unless the bid form or specifications specifically indicate otherwise, the price bid must be net exclusive of above-mentioned taxes and will be so construed. Therefore, the bid price shall not include taxes.
- I. BID AWARD** – Award of contract shall be made to the lowest responsible bidder or to the bidder who provides goods or services at the best value for the municipality. The Township reserves the right to be the sole judge as to whether items bid will serve the purpose intended. The Township reserves the right to accept or reject in part or in whole any bid submitted, and to waive any technicalities or informalities for the best interest of the Township. The Township reserves the right to award based upon individual line items, sections or total bid.
- J. BEST VALUE** – In determining best value, the Peninsula Township Park Commission may consider: 1) Bid price; 2) reputation of the bidder and of the bidder's goods or services; 3) quality of the bidder's goods or services; 4) extent to which the goods or services meet the Park Commission's needs; and 5) bidder's past relationship with the Peninsula Township Park Commission.
- K. SILENCE OF SPECIFICATIONS FOR COMPLETE UNITS** – All materials, equipment and/or parts that will become a portion of the completed work including items not specifically stated herein but necessary to render the service(s) complete and operational per the specifications are to be included in the bid price. Vendor may be required to furnish evidence that the service, as bid, will meet or exceed these requirements.
- L. ADDENDA** – Any interpretations, corrections or changes to the specifications and plans will be made by addenda no later than forty-eight hours prior to the bid opening. Addenda will be posted on the Township web site. Vendors shall acknowledge receipt of all addenda with submission of bid.

**M. GENERAL INSURANCE REQUIREMENTS** – The Contractor is required to provide the minimum following coverages:

- **General Liability: \$2,000,000**
- **Personal Injury: \$1,000,000**
- **Property Damage \$500,000**
- **Builder's Risk \$200,000**

All of the above insurance policies shall name Peninsula Township as an additional insured.

- **Workers Compensation insurance as required by Michigan law**

**Failure to furnish Affidavit of Insurance will result in bid being declared non-responsive. Non-responsive bids will not be considered for award.**

**N. RESPONSIVENESS** – A responsive bid shall substantially conform to the requirements of this Request for Proposal and/or specifications contained herein. Bidders who substitute any other terms, conditions, specifications and/or requirements or who qualify their bids in such a manner as to nullify or limit their liability to the contracting entity shall be deemed non-responsive and the bid will not be considered for award. Also, bids containing any clause that would limit contracting authority shall be considered non-responsive.

**O. RESPONSIBLE STANDING OF BIDDER** – To be considered for award, bidder must at least: have the ability to obtain adequate financial resources without limitation; be able to comply with required or proposed delivery/completion schedule; have a satisfactory record of performance; have a satisfactory record of integrity and ethics; be otherwise qualified and eligible to receive award.

## **PERFORMANCE REQUIREMENTS**

**A. QUALITY** – Quality of workmanship must conform to the highest standards of these practices.

**B. COMPLIANCE WITH FEDERAL, STATE, COUNTY, AND LOCAL LAWS** – Bids must comply with all federal, state, county and local laws, to include but not be limited to, all applicable standard safety, emission, and noise control requirements. Any vehicles or equipment shall contain all standard safety, emission, and noise control requirements required for the types and sizes of equipment at the time of their manufacture. The contractor agrees, during the performance of work or service, to comply with all applicable codes and ordinance of Peninsula Township, Grand Traverse County, or State of Michigan as they may apply, as these laws may now read or as they may hereafter be changed or amended.

**PRICING**

Name and Contact Information of Contractor Submitting Bid:

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**Please include:**

- 1. Itemized description of services with pricing summary.**
- 2. A schedule of planned activities.**
- 3. A description of any special conditions required to complete the proposed work.**
- 4. Manufacturer and product information for products intended for project use.**
- 5. Documentation of previous experience repairing historic log structures including references.**
- 6. Affidavit of Insurance.**

**Bids to include all labor and materials and must be valid for one (1) year.**

**Authorized Signature:**

**Date:**