

The City of Pottersville Tax Increment Finance Authority

Pottersville City Hall, 319 N. Nelson Street – manager@pottersvillemi.org – (517) 645-7641

TIFA REGULAR MEETING AGENDA

Monday, April 12th 2021 at 5:30 p.m.

- 1. Call the Meeting to Order:**
- 2. Pledge of Allegiance:**
- 3. Roll Call:** Members Dustin Twichell, Bruce Kring, Raymond Parker, Joseph Bristol Jr., Bob Nichols, Jon McNett, Elizabeth Ross.

Members Present: _____

Members Absent: _____

- 4. Agenda Approval:**
- 5. Approval of Minutes:**
 - a. Regular Meeting Minutes from March 8th 2021.
- 6. Approval of Bank Reconciliation:**
 - a. Bank Reconciliation of \$289,759.70 from period March 1st thru 31st 2021.
- 7. Approval of Bills:** \$3,505.83.
- 8. Public Comment – Items on the Agenda.**
- 9. New Business:**
 - a) TIFA Lansing Road Sidewalk Project – Phase 1 – acceptance of low bid for \$90,688.08.
 - b) TIFA Development Zone Street scape, place setting, capital development and improvements to right of ways and public spaces.
 - c) Lake Alliance Park “Fitness Park” development and capital improvement.
 - d) Lake Alliance Park swimming signage development and capital improvement.
- 10. Public Comment – Items not on the Agenda.**
- 11. Next Meeting:** May 10th 2021 at 5:30 pm.
- 12. Administrative Report:** In attendance.
- 13. Excuse absent Members:**
- 14. Meeting Adjourn:**

Pottersville TIFA Board Minutes

Monday, March 8, 2021 @ 5:30 p.m. – Via Teleconference

Meeting was called to order by D. Twichell via phone conference at 5:31 p.m.

Pledge of Allegiance was recited by all.

Roll Call: **Present:** D. Twichell, B. Kring, R. Parker, B. Nichols & J. McNett.
 Absent: J. Bristol & L. Ross

Agenda Approval: Motion to approve agenda by Member Twichell, seconded by Member Kring. Motion carried (5-0-2).

Approval of Minutes: Motion by Member Nichols to approve the minutes from February 8, 2021, seconded by Member Parker. Motion carried (5-0-2).

Approval of Bank Reconciliation: Motion by Member Twichell to approve Bank Reconciliation from February 1st – February 28th, 2021, in the amount of \$295,985.27, seconded by Member Nichols. Motion carried (5-0-2).

Approval of Bills: Motion by Member Kring to pay bills totaling \$4,455.37, seconded by Member Twichell. Motion carried (5-0-2).

Public Comment: None.

New Business:

- a) Public Hearing for TIFA Fiscal Year 2020-2021 Annual Budget Amendments: No public in attendance. Board discusses budget.
- b) Resolution to Adopt TIFA Fiscal Year 2020-2021 Annual Budget Amendments: Motion by Member Twichell to Adopt the TIFA Fiscal Year 2020-2021 Annual Budget Amendments, seconded by Member Kring. Motion carried (5-0-2).
- c) City contribution share of purchased equipment - T64 “skid steer loader” equipment and attachments: Motion by Member Twichell to have TIFA Board forgive the City’s debt & give machine to the city, seconded by Member Nichols. Motion carried (5-0-2).
- d) Authorization to change bank of record & check signers for the TIFA Bank: Motion by Member Twichell to approve the move to Eaton Community bank, approve Director and TIFA Financial Director for full administrative access online and approve Member Kring, Member McNett, Member Parker & Member Twichell as check signers, seconded by Member McNett. Motion carried (5-0-2).

Public Comment: None.

Next Meeting: Monday, April 12, 2021 at 5:30 p.m.

Administrative Report: None.

Motion to Excuse Absent Members: Motion to excuse Member Bristol & Member Ross by Member Twichell, seconded by Member Kring. Motion carried (5-0-2).

Motion to Adjourn: Motion by Member Kring, seconded by Member McNett. Motion carried (5-0-2).

Meeting adjourned at 6:02 p.m.

Respectfully submitted,

Kayla Schwartz, TIFA Secretary

Approved by TIFA Board _____, 2021

DRAFT

User: JWest

Bank TIFA (TIFA)

DB: Potterville

FROM 03/01/2021 TO 03/31/2021

Reconciliation Record ID: 86

GL Number	Description	Beginning Balance
247-000-001.000	CASH	295,985.27
Beginning GL Balance:		295,985.27
Less: Cash Disbursements		(6,255.37)
Add: Journal Entries/Other		29.80
Ending GL Balance:		289,759.70

GL Number	Description	Ending Balance
247-000-001.000	CASH	289,759.70
Ending GL Balance:		289,759.70
Ending Bank Balance:		289,759.70
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		289,759.70
Unreconciled Difference:		0.00

REVIEWED BY: _____



DATE: _____

4-9-21

04/08/2021 02:33 PM
User: JWest
DB: Potterville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
EXP CHECK RUN DATES 03/09/2021 - 04/12/2021
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: TIFA

Page: 1/1

INVOICE NUMBER	DESCRIPTION	AMOUNT
<hr/>		
VENDOR NAME: JODI WEST		
APRIL 2021	FINANCIAL SECRETARIAL DUTIES MONTH OF APRIL 2021	333.33
TOTAL VENDOR JODI WEST		<hr/> 333.33
<hr/>		
VENDOR NAME: KAYLA SCHWARTZ		
APRIL 2021	SECRETARIAL DUTIES MONTH OF APRIL 2021	75.00
TOTAL VENDOR KAYLA SCHWARTZ		<hr/> 75.00
<hr/>		
VENDOR NAME: MODERN DESIGN ELECTRICAL		
I210317575	POLE RECEPTACLE CONTROL BOXES AND PERMITS	1,800.00
TOTAL VENDOR MODERN DESIGN ELECTRICAL		<hr/> 1,800.00
<hr/>		
VENDOR NAME: WILLIAMS & WORKS		
91823	LANSING SIDEWALK PROJECT THROUGH 2/27/21	1,297.50
TOTAL VENDOR WILLIAMS & WORKS		<hr/> 1,297.50
GRAND TOTAL:		<hr/> 3,505.83

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DB: Potterville

ACCOUNT BALANCE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 03/31/2021

TIFA

GL NUMBER	DESCRIPTION	BALANCE		2020-21 AMENDED BUDGET	END BALANCE	
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)
Assets						
247-000-001.000	CASH		341,818.46			289,759.70
TOTAL ASSETS			341,818.46			289,759.70
Total - All Funds:			341,818.46	0.00		289,759.70

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DB: Pottersville

CASH SUMMARY BY FUND FOR CITY OF POTTERVILLE
FROM 07/01/2020 TO 03/31/2021
FUND: 247
CASH ACCOUNTS

Page: 1/1

Fund	Description	Beginning Balance 07/01/2020	Total Debits	Total Credits	Ending Balance 03/31/2021
247	TAX INCREMENT FINANCING AUTHOR	325,165.51	185,220.71	220,626.52	289,759.70

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MONTHLY BALANCES REPORT FOR CITY OF POTTERVILLE

Page:

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User: JWest

FROM 07/01/2020 TO 03/31/2021

DB: Potterville

Bank code: TIFA - TIFA

Account Category: Cash

GL #	DESCRIPTION	NET ACTIVITY	BALANCE
		DR (CR)	DR (CR)
247-000-001.000 CASH		Beg. Balance	325,165.51
July		(119,169.44)	205,996.07
August		125,724.72	331,720.79
September		(7,256.52)	324,464.27
October		(39,611.97)	284,852.30
November		(801.47)	284,050.83
December		(3,480.83)	280,570.00
January		24,317.75	304,887.75
February		(8,902.48)	295,985.27
March		(6,225.57)	289,759.70
End Balance 03/31/2021		(6,225.57)	289,759.70

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	03/31/2021 NORMAL (ABNORMAL)	MONTH 03/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 247 - TAX INCREMENT FINANCING AUTHOR						
Revenues						
Dept 728 - TIFA DEPT						
247-728-401.000	PROPERTY TAXES	159,788.72	159,788.72	0.00	0.00	100.00
247-728-573.000	LOCAL COMMUNITY STABILIZATION	12,248.61	12,248.61	0.00	0.00	100.00
247-728-664.000	INTEREST INCOME	400.00	318.75	29.80	81.25	79.69
Total Dept 728 - TIFA DEPT		172,437.33	172,356.08	29.80	81.25	99.95
TOTAL REVENUES		172,437.33	172,356.08	29.80	81.25	99.95
Expenditures						
Dept 728 - TIFA DEPT						
247-728-702.000	WAGES - OTHER	4,600.00	3,674.99	408.33	925.01	79.89
247-728-726.000	OFFICE EXPENSE	1,120.00	1,000.00	0.00	120.00	89.29
247-728-731.000	PUBLICATION	300.00	195.04	195.04	104.96	65.01
247-728-801.000	ATTORNEY	3,000.00	586.50	0.00	2,413.50	19.55
247-728-803.000	ENGINEERS FEES	20,000.00	12,749.13	3,852.00	7,250.87	63.75
247-728-807.000	AUDIT	4,650.00	4,400.00	0.00	250.00	94.62
247-728-814.000	BANK SERVICE CHARGES	50.00	0.00	0.00	50.00	0.00
247-728-823.000	GRANT PROJECTS	4,500.00	2,000.00	0.00	2,500.00	44.44
247-728-967.000	SIDEWALK AND LIGHTING IMPROVE	135,240.00	4,601.26	1,800.00	130,638.74	3.40
247-728-967.400	ROAD IMPROVEMENTS	5,797.50	5,797.50	0.00	0.00	100.00
247-728-967.700	CITY IMPROVEMENTS	3,400.00	2,650.00	0.00	750.00	77.94
247-728-970.000	CAPITAL OUTLAY	59,000.00	0.00	0.00	59,000.00	0.00
247-728-995.000	BOND INTEREST	21,043.00	10,901.25	0.00	10,141.75	51.80
247-728-996.000	BOND PRINCIPAL	40,000.00	40,000.00	0.00	0.00	100.00
Total Dept 728 - TIFA DEPT		302,700.50	88,555.67	6,255.37	214,144.83	29.26
TOTAL EXPENDITURES		302,700.50	88,555.67	6,255.37	214,144.83	29.26
Fund 247 - TAX INCREMENT FINANCING AUTHOR:						
TOTAL REVENUES		172,437.33	172,356.08	29.80	81.25	99.95
TOTAL EXPENDITURES		302,700.50	88,555.67	6,255.37	214,144.83	29.26
NET OF REVENUES & EXPENDITURES		(130,263.17)	83,800.41	(6,225.57)	(214,063.58)	64.33

Balances as of 03/31/2021

Fund 247 - TAX INCREMENT FINANCING AUTHOR

Account	Description	2020-21 Amended Budget	YEAR-TO-DATE THRU 03/31/21	Available Balance	% Used
Revenues					
Department 728: TIFA DEPT					
401.000	PROPERTY TAXES				
08/31/2020	GJ TAX DEPOSIT		104061 132,299.21 JE# 5996		
01/31/2021	GJ TAX DISTRIBUTION 20-21		106730 27,489.51 JE# 6104		
401.000	PROPERTY TAXES	159,788.72	159,788.72	0.00	100.00
573.000	LOCAL COMMUNITY STABILIZATION				
10/30/2020	GJ LOCAL COMMUNITY STABILIZATION ACT		105290 12,248.61 JE# 6027		
11/02/2020	GJ LOCAL COMMUNITY STABILIZATION ACT		105288 12,248.61 JE# 6025		
11/02/2020	GJ WRONG DATE		105289 (12,248.61) JE# 6026		
573.000	LOCAL COMMUNITY STABILIZATION	12,248.61	12,248.61	0.00	100.00
664.000	INTEREST INCOME				
07/31/2020	GJ INTEREST MONTH OF JULY 2020		103614 36.78 JE# 5977		
08/31/2020	GJ INTEREST MONTH OF AUG 2020		104062 39.68 JE# 5997		
09/30/2020	GJ INTEREST MONTH OF SEPT 2020		105030 40.73 JE# 6014		
10/30/2020	GJ INTEREST MONTH OF OCT 2020		105292 35.50 JE# 6029		
11/30/2020	GJ INTEREST MONTH OF NOV 2020		105553 34.86 JE# 6067		
12/31/2020	GJ INTEREST MONTH OF DEC 2020		105987 35.96 JE# 6086		
01/31/2021	GJ INTEREST MONTH OF JAN 2021		106749 37.84 JE# 6105		
02/28/2021	GJ INTEREST MONTH OF FEB 2021		107323 27.60 JE# 6129		
03/31/2021	GJ INTEREST MONTH OF MARCH 2021		107629 29.80 JE# 6153		
664.000	INTEREST INCOME	400.00	318.75	81.25	79.69
Total - Dept 728		172,437.33	172,356.08	81.25	99.95
Total Revenues		172,437.33	172,356.08	81.25	99.95
Expenditures					
Department 728: TIFA DEPT					
702.000	WAGES - OTHER				
08/10/2020	AP SECRETARY DUTIES TIFA-MONTHS OF JULY/AUG		103641 150.00 Inv#: 'JUL/AUG 2020' Vendor '0000011144'		
08/10/2020	AP FINANCIAL DIRECTOR DUTIES JULY/AUG 2020		103642 666.67 Inv#: 'JULY/AUG 2020' Vendor '09752'		
09/14/2020	AP SECRETARY DUTIES MONTH OF SEPT 2020		104178 75.00 Inv#: 'SEPT 2020' Vendor '0000011144'		
09/14/2020	AP FINANCE DIRECTOR DUTIES MONTH OF SEPT 20		104179 333.33 Inv#: 'SEPT 2020' Vendor '09752'		
10/12/2020	AP SECRETARY DUTIES MONTH OF OCT 2020		105065 75.00 Inv#: 'OCT 2020' Vendor '0000011144'		
10/12/2020	AP FINANCIAL DUTIES MONTH OF OCT 2020		105066 333.33 Inv#: 'OCT 2020' Vendor '09752'		
11/09/2020	AP FINANCIAL SECRETARY DUTIES MONTH OF NOV		105340 333.33 Inv#: 'NOV 2020' Vendor '09752'		
11/09/2020	AP SECRETARIAL DUTIES MONTH OF NOV 20		105341 75.00 Inv#: 'NOV 2020' Vendor '0000011144'		
12/14/2020	AP SECRETARIAL DUTIES DEC 2020		105701 75.00 Inv#: 'DEC 2020' Vendor '0000011144'		
12/14/2020	AP FINANCIAL DUTIES MONTH OF DEC 2020		105702 333.33 Inv#: 'DEC 2020' Vendor '09752'		
01/11/2021	AP FINANCIAL SECRETARY DUTIES MONTH OF JAN		106421 333.34 Inv#: 'JAN 2021' Vendor '09752'		
01/11/2021	AP SECRETARIAL DUTIES MONTH OF JAN 2021		106422 75.00 Inv#: 'JAN2021' Vendor '0000011144'		
02/08/2021	AP SECRETARIAL DUTIES MONTH OF FEB 2021		106812 75.00 Inv#: 'FEB 2021' Vendor '0000011144'		
02/08/2021	AP FINANCIAL SECRETARIAL DUTIES MONTH OF FE		106813 333.33 Inv#: 'FEB 2021' Vendor '09752'		
03/08/2021	AP SECRETARIAL DUTIES MONTH OF MARCH 2021		107385 75.00 Inv#: 'MARCH 2021' Vendor '0000011144'		
03/08/2021	AP FINANCIAL DUTIES MONTH OF MARCH 2021		107386 333.33 Inv#: 'MARCH 2021' Vendor '09752'		
702.000	WAGES - OTHER	4,600.00	3,674.99	925.01	79.89
726.000	OFFICE EXPENSE				
02/08/2021	AP CITY HALL USAGE AND EXPENSES FOR MONTHLY		106811 1,000.00 Inv#: 'CITY HALL' Vendor '02060'		

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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Balances as of 03/31/2021

Fund 247 - TAX INCREMENT FINANCING AUTHOR

Account	Description	2020-21 Amended Budget	YEAR-TO-DATE THRU 03/31/21	Available Balance	% Used
Expenditures					
Department 728: TIFA DEPT					
726.000	OFFICE EXPENSE	1,120.00	1,000.00	120.00	89.29
731.000	PUBLICATION				
03/08/2021	AP NOTICE OF BUDGET HEARING		107388 195.04	Inv#: '229064' Vendor '08790'	
731.000	PUBLICATION	300.00	195.04	104.96	65.01
801.000	ATTORNEY				
10/12/2020	AP ATORNEY FEES MONTH OF AUGUST 2020		105064 586.50	Inv#: '793677' Vendor '03445'	
801.000	ATTORNEY	3,000.00	586.50	2,413.50	19.55
803.000	ENGINEERS FEES				
07/08/2020	AP DEVELOPMENT PLAN UPDATE- MONTH OF JUNE 2		103260 616.02	Inv#: '90532' Vendor '10540'	
07/08/2020	AP Void Invoice 90532 10540		103264 (616.02)	Inv#: '90532' Vendor '10540'	
09/14/2020	AP VERMONTVILLE AND LANSING RD WORK THRU JU		104175 1,605.00	Inv#: '90763' Vendor '10540'	
09/14/2020	AP ALLIANCE LAKE WORK THROUGH 7/25/20		104177 1,033.92	Inv#: '90789' Vendor '10540'	
11/09/2020	AP VERMONTVILL/LANSING RD ENGINEERING SERVI		105339 395.00	Inv#: '90938' Vendor '10540'	
11/09/2020	AP ALLIANCE LAKE ROAD WORK THROUGH 9/26/20		105342 33.00	Inv#: '91097' Vendor '10540'	
12/14/2020	AP LASNING RD SIDEWALK PROJECT THROUGH 11/2		105709 308.46	Inv#: '91427' Vendor '10540'	
02/08/2021	AP LANSING RD UTILITY DRAWING SEARCH		106808 66.00	Inv#: '91530A' Vendor '10540'	
02/08/2021	AP LANSING RD SIDEWALK PROJECT THROUGH 12/3		106809 5,455.75	Inv#: '91544' Vendor '10540'	
03/08/2021	AP LANSING ROAD SIDEWALK PHASE 1		107387 3,852.00	Inv#: '91699' Vendor '10540'	
803.000	ENGINEERS FEES	20,000.00	12,749.13	7,250.87	63.75
807.000	AUDIT				
09/14/2020	AP AUDIT SERVICES THROUGH 8/31/20		104176 3,000.00	Inv #: '4882' Vendor '11101'	
12/14/2020	AP COMPLETION OF TIFA AUDIT 19/20		105480 1,400.00	Inv #: '4968A' Vendor '11101'	
807.000	AUDIT	4,650.00	4,400.00	250.00	94.62
814.000	BANK SERVICE CHARGES	50.00	0.00	50.00	0.00
823.000	GRANT PROJECTS				
02/08/2021	AP AMERICAN BLOOM GRANT- TIFA DONATION		106810 2,000.00	Inv#: 'GRANT ' Vendor '02060'	
823.000	GRANT PROJECTS	4,500.00	2,000.00	2,500.00	44.44
967.000	SIDEWALK AND LIGHTING IMPROVE				
01/11/2021	AP PARKING LOT LIGHTS & TIMER REPAIR		106433 2,801.26	Inv#: '25811' Vendor '05760'	
03/18/2021	AP POLE RECEPTACLE CONTROL BOXES AND PERMIT		107495 1,800.00	Inv#: '1210317575' Vendor '11113'	
967.000	SIDEWALK AND LIGHTING IMPROVE	135,240.00	4,601.26	130,638.74	3.40
967.400	ROAD IMPROVEMENTS				
08/28/2020	AP BRINE APPLICATION AT ALLIANCE PARK		103940 5,797.50	Inv#: '1596' Vendor '0000011195'	
967.400	ROAD IMPROVEMENTS	5,797.50	5,797.50	0.00	100.00
967.700	CITY IMPROVEMENTS				
09/14/2020	AP LAND SURVEY- 213 S HARTEL		104180 1,250.00	Inv#: '20-047' Vendor '0000011150'	
12/14/2020	AP LAKE ALLIANCE PARK SIGNS (2)		105489 1,400.00	Inv#: 'NOV 13 20' Vendor '0000011141'	

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User: JWest
DB: Potterville

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE
Balances as of 03/31/2021

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Fund 247 - TAX INCREMENT FINANCING AUTHOR

Account	Description	2020-21 Amended Budget	YEAR-TO-DATE THRU 03/31/21	Available Balance	% Used
Expenditures					
Department 728: TIFA DEPT					
967.700	CITY IMPROVEMENTS	3,400.00	2,650.00	750.00	77.94
970.000	CAPITAL OUTLAY	59,000.00	0.00	59,000.00	0.00
995.000	BOND INTEREST				
10/02/2020	GJ BOND PAYMENT AND INTEREST		105291 10,901.25 JE# 6028		
995.000	BOND INTEREST	21,043.00	10,901.25	10,141.75	51.80
996.000	BOND PRINCIPAL				
10/02/2020	GJ BOND PAYMENT AND INTEREST		105291 40,000.00 JE# 6028		
996.000	BOND PRINCIPAL	40,000.00	40,000.00	0.00	100.00
Total - Dept 728		302,700.50	88,555.67	214,144.83	29.26
Total Expenditures		302,700.50	88,555.67	214,144.83	29.26
NET OF REVENUES AND EXPENDITURES		(130,263.17)	83,800.41	(214,063.58)	



March 30, 2021

Mr. Aaron Sheridan
City of Potterville TIFA
319 N. Nelson St.
Potterville, MI 48876

**Re: Lansing Road Sidewalk – Phase 1
Recommendation to Award Contract**

Dear Mr. Sheridan:

Nine (9) bids were received on the above referenced contract on March 24, 2021, and we have completed our evaluation. The bid tabulation is attached. This letter is our recommendation to award the project to Service Disabled Veteran General Contractors, Inc. (SDVGC) of Eaton Rapids, Michigan.

SDVGC has been confirmed as the lowest responsible bidder on the Lansing Road Sidewalk – Phase 1 contract at \$90,688.08. SDVGC's bid was 17.4% below the engineer's estimate, and there was a spread of only 9.4% between the three lowest bidders. We have discussed the project and bid in detail with SDVGC, checked the reference provided, and we are confident that the company is capable of successfully completing the work in the contract time with a start date as late as July 1, 2021.

Please advise us as to any assistance you may require in awarding the contract and executing documents.

Sincerely,

Williams & Works

Brandon Mieras, P.E.
Project Manager

Enclosure: Bid Tabulation

Cc: File

City of Pottersville TIFA
Lansing Rd. Sidewalk - Phase 1

Bid Opening - Wednesday, March 24, 2021 at 2:15 p.m.

No.	Contractor	Signed Proposal	Completed Bid Form	Bid Bond	Alternates	Bid Amount	% Over	Amount Over
1	Service Disabled Veteran GC	Yes	Yes	Yes	None	\$90,688.08	-	-
2	Scarlett Excavating	Yes	Yes	Yes	None	\$94,870.00	4.6%	\$4,181.92
3	J&N Concrete	Yes	Yes	Yes	None	\$99,224.00	9.4%	\$8,535.92
4	Apex Septic	Yes	Yes	Yes	None	\$104,817.00	15.6%	\$14,128.92
5	C&D Hughes	Yes	Yes	Yes	None	\$108,990.00	20.2%	\$18,301.92
6	Verlinde Construction	Yes	Yes	No	None	\$117,177.00	29.2%	\$26,488.92
7	E.T. MacKenzie	Yes	Yes	Yes	None	\$121,201.00	33.6%	\$30,512.92
8	Rumsey & Sons	Yes	Yes	Yes	None	\$145,683.00	60.6%	\$54,994.92
9	Leavitt & Stark	Yes	Yes	Yes	None	\$173,179.16	91.0%	\$82,491.08

From: Aaron Sheridan
 Sent: Thursday, April 1, 2021 5:54 PM
 To: Mieras, Brandon
 Subject: Fw: Potterville TIFA Lansing Rd. Phase 1 Award Recommendation
 Attachments: Award Recommendation Ltr 3-30-21 eSigned.pdf

Hello TIFA Board Members,

Please see the below email from project engineer Brandon Mieras recommending the low bid of \$90,688.08 from SDVGC, Inc for the TIFA Lansing Road Sidewalk Phase 1 project. We had a successful bid opening at the Hall held March 24th, and received 9 qualifying bids. The three lowest bids, as described by Brandon, were within 9.4%, of each other and I believe all submissions were complete with bond materials and signatures. I recommend TIFA accept the low bid from SDVGC, Inc at its upcoming meeting April 12th and move forward with the project.

Please let me know if you have any questions.

Thanks.

-Aaron Sheridan
 TIFA Director
 City of Potterville

From: Mieras, Brandon <Mieras@williams-works.com>
 Sent: Thursday, April 1, 2021 5:33 PM
 To: Aaron Sheridan
 Subject: Potterville TIFA Lansing Rd. Phase 1 Award Recommendation

Aaron,

Our award recommendation letter is attached to this email. We are recommending award to the low bidder.

Sincerely,

Brandon Mieras, P.E.
 Principal

williams&works
 549 Ottawa Ave. NW
 Grand Rapids, MI 49503

T 616-224-1500
C 616-644-8520
williams-works.com
&25
years of service

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