**AGENDA REPORT**

To: Mayor Pat Humphrey and the Clare City Commission
From: Ken Hibl, City Manager
Date: September 1, 2016
Regarding: City Manager's Report

For the Agenda of September 6, 2016

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*Depot Crowd Funding Project*. Our partronocity website crowd-funding project has been closed reflecting that we raised $41,140 of our $25K goal. We have actually raised more than that amount as contributions continue to come in. But on the day our project closed, that is the amount reflected as raised funds toward our goal.

*Rental Rehabilitation Ordinance*. Unless the City Commission provides us guidance to the contrary, we will pursue the adoption of a Rental Ordinance for the City of Clare. We last attempted this initiative approximately 16 years ago with significant public opposition. We strongly feel it is time to move forward with this initiative again.

*MML Conference Attendance*. I will be attending the MML Conference during the period Sep 14-16. I should be available via phone, text, and email for the duration of the conference.

*Woodlawn Bridge Paving Project*. I have approved the written quotations (*copy att'd*) we received for "capping" the Woodlawn Bridge for a cost not to exceed $3,100.

*Approval to Purchase Trailer*. I approved the purchase of a 7'x16' landscape trailer from US-27 Motor Sports & Trailers for a cost of $2,883.50 (*see copy of att'd memo*). The purchase of this trailer will improve the efficiency of our grounds maintenance crews as well as reducing maintenance costs associated with our mowers.

*Approval to Pave Airport Runway and Taxiway Markings*. I approved an invoice in the amount of $6,086.79 to for airport pavement marking work accomplished by PK Contracting. This expenditure was approx. $1K in excess of my current authorization limit of $5K. But doing so resulted in significant cost savings ($2,500) for us as we were able to "catch" this vendor passing thru Clare between jobs, which eliminated the need for mobilization costs that would have normally been associated with this work. This was a budgeted expenditure in our current operating budget.

*Approval for Water Retention Tank Inspection & Sludge Removal*. I approved the expenditure of funds to use the services of Liquid Engineering Services to inspect the condition of and remove up to three-inches of sludge from our water retention tank at our water treatment plant for a cost of $3,130. This was a sole source approval as this is the only firm known to us that will provide this service without the need to take our water system off-line while they are accomplishing this work – they do so by having their personnel, who are certified divers, use disinfected dry suits to accomplish this work.

*Attachments.*

1. Capping Woodlawn Bridge Memo.
2. Trailer Purchase Memo.
3. PK Paving Invoice.
4. LEQ Services Proposal & Email from Dale Clark.

# MEMORANDUM

**TO:** Ken Hibl, Clare City Manager

**FROM:** Alan J. Jessup, Director of Public Works

**DATE:** August 24, 2016

**SUBJECT**: Capping Woodlawn Bridge

We took three written quotes from asphalt contractors for Woodlawn Bridge deck.

1. Central Asphalt – Mt Pleasant $6,957.00
2. Reith & Riley - Prudenville $7,200.00
3. Rite-Way Asphalt Paving Inc – Shepherd $3,100.00

I recommend that we accept the low bid of $3,100.00 from Rite-Way Asphalt Paving Inc. We have used Rite-Way in the past and I am confident in their work.

AJ:mw

# MEMORANDUM

**TO:** Ken Hibl, Clare City Manager

**FROM:** Alan J. Jessup, Director of Public Works

**DATE:** August 17, 2016

**SUBJECT**: 7' x 16' Trailer

We purchased a 7'x16' utility trailer on August 16, 2016. We had received three quotes for trailers.

1. Becks - St Johns $2,558.62
2. US 27 Motor Sports & Trailers – St Johns $2,883.50
3. BNM Trailer Sales – Elsie $2,669.00

After Norm and I inspected the trailers we chose the trailer from US27 Motor Sports & Trailers for bid amount of $2,883.50. It was $324.88 more than the other trailers quoted but it was a much better built trailer.

The reason for purchasing the trailer was for Parks and Recreation to transport zero turn mowers, weed whips and other equipment. This will save on wear and tear on our mowers from having to travel clear across town to mow the parks

AJ:mw

PK CONTRACTING

**MAIN OFFICE**
1965 Barrett Drive
Troy, MI 48084-5372
PHONE 248-362-2130
FAX 248-362-4969

# INVOICE

10-Aug-16

TO: CITY OF CLARE
202 W FIFTH ST
CLARE, MI 48617

**PK INVOICE# 165101-1**
MUNICIPAL AIRPORT
TAXIWAY
PO#39950
**PAVEMENT MARKINGS**

WORK OF: **8/3/2016**

| ITEM CODE | DESCRIPTION | PK completed to date | | UNIT Price | | **Due This Period** |
|---|---|---|---|---|---|---|
| | AIRPORT MARKINGS YELLOW | 7,787.00 | $ | 0.690 | $ | 5,373.03 |
| | AIRPORT MARKINGS BLACK | 1,122.00 | $ | 0.400 | $ | 448.80 |
| | | | | | $ | - |
| | | | | | $ | - |

***Please pay from this invoice***

**BALANCE DUE $ 5,821.83**

101-537-000-930-000
8/15/16

# PURCHASE ORDER


**CITY OF CLARE**
**202 W. FIFTH ST.**
**CLARE, MI 48617**


PO NUMBER 000039950
PO DATE 08/01/2016
REQUIRED DATE 08/01/2016

**Vendor** PK CONTRACTING
**Address** 1965 BARRETT DR

TROY, MI 48084-5372

**Ship To** CITY OF CLARE
**Address** MUNICIPAL AIRPORT
10843 EBERHART

CLARE, MI 48617-9795

**Ordered By** GARY TODD
**Ship Via**

**Terms** None

**PO Description** AIRPORT TAXIWAY MARKINGS

| Qty. | Description | GL Number 1 | Unit Price | Amount |
|---|---|---|---|---|
| 8,171 | AIRPORT PAVEMENT MARKING - | 101-537.000-930.000 | 0.69 | 5,637.99 |
| 1,122 | AIRPORT PAVEMENT MARKING - | 101-537.000-930.000 | 0.40 | 448.80 |
| | | | **Total:** | 6,086.79 |

**Approved By** _____ **Date** 08/01/16

**Approved By** _____ **Date** _____

PK CONTRACTING

**MAIN OFFICE**
1965 Barrett Drive
Troy, MI 48084-5372
Phone 248-362-2130
Fax 248-362-4969

| | | | |
|---|---|---|---|
| **To:** | _ESTIMATING DEPARTMENT_ | **Contact:** | |
| **Address:** | - | **Phone:** | |
| | | **Fax:** | |
| **Project Name:** | CLARE AIRPORT - TAXIWAY MARKINGS ONLY | **Bid Number:** | 14-4610 |
| **Project Location:** | | **Bid Date:** | 4/13/2016 |

| Line # | Item # | Item Description | Estimated Quantity | Unit | Unit Price | Total Price |
|---|---|---|---|---|---|---|
| 1 | | AIRPORT PAVEMENT MARKING - YELLOW | 8,171.00 | SF | $0.6900 | $5,637.99 |
| 2 | | AIRPORT PAVEMENT MARKING - BLACK | 1,122.00 | SF | $0.4000 | $448.80 |

**Total Bid Price: $6,086.79**

**Notes:**
- **QUOTE IS BASED ON ONE MOVE-IN FOR FINAL MARKINGS.**
- **QUOTE IS BASED ON ALL MARKINGS BEING APPLIED WITH AIRPORT WATERBORNE PAINT AND TYPE 1 BEADS.**
- **PAYMENT TO BE MADE BASED ON QUOTED UNIT PRICES.**

101-537.000-930.000

| | |
|---|---|
| **ACCEPTED:**<br>The above prices, specifications and conditions are satisfactory and are hereby accepted. | **CONFIRMED:**<br>**PK CONTRACTING, INC.** |
| **Buyer:** _____ | |
| **Signature:** _____ | **Authorized Signature:** _____ |
| **Date of Acceptance:** _____ | **Estimator:** |

**From:** Dale Clark
**Sent:** Friday, August 26, 2016 10:11 AM
**To:** Ken Hibl
**Cc:** Steven Kingsbury
**Subject:** FW: Liquid Engineering Water Tank Cleaning and Inspection Proposal
**Attachments:** LEC Info Sheets 1209.pdf; 7563-50401 MI.pdf

Morning Ken,

This quote is for the cleaning of the retention tank. I would like to go sole source with this one. They come highly recommended form Dixon engineering and I am not aware of another company the can dive a tank and keep it on line at the same time. The cost is very reasonable and for scheduling reasons(because of winter) we need to move forward. Not sure if or when the retention tank has ever been cleaned, but it is definitely due (20+ yrs). It has several inches of iron sludge in it. Steve I need a P.O number. Please take it out of 591-536.003.801.000. Thank you gentleman. Have a wonderful weekend. Quote is attached.

Dale Clark
Director of Water Treatment
City of Clare
Phone 989 386-2321
Fax 989 386 2387
Email dclark@cityofclare.org

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**From:** Chris Jones [mailto:cjones@liquidengineering.com]
**Sent:** Thursday, August 25, 2016 2:24 PM
**To:** Dale Clark
**Subject:** Liquid Engineering Water Tank Cleaning and Inspection Proposal

Hi Dale,
Thanks for the update on the phone yesterday, it was nice chatting with you. As requested, I have attached our proposal to provide our commercial dive service to clean out the “detention tank”, and provide a full inspection.

The price includes deliverables of a full inspection report given onsite, as well as a DVD video of the interior inspection that is live-narrated by the inspector. All work is done with the tank full of water and you can leave it In-Service during all operations.

We are starting to run out of time on the schedule with winter coming, as we can’t do it in freezing temperatures. So please let me know if we can accomplish this work for you soon. Please confirm receipt, and let me know if you have any questions. Thanks again, talk to you soon.

Chris Jones
Sr. Project Manager
Liquid Engineering Corporation
406-869-3148 Direct
800-438-2187 Ext 48
406-651-0120 Fax
www.liquidengineering.com

## *Liquid Engineering Corporation personnel training, certification and operating procedures meet or exceed the following standards*

OSHA 1910.401(A)(2)(lv)(B) - Federal OSHA - Commercial Diving Standards
OSHA 1910.00(g)(t) - Federal OSHA - Commercial Diving Operations
OSHA 1910.00 - Federal OSHA - Safety and Health Standards
OSHA 1910.146 - Federal OSHA - Permit Required Confined Spaces Regulations
CAL OSHA Title 8, Gr. 26/152 Sec. 6050-6063 - California OSHA - Commercial Diving Standards
CAL OSHA Title 8, Chap. 4/Art. 108 Sec. 5156-5159 - California OSHA - Confined Spaces Standards
OR OAR 437, Div 2 Sub(t) Sec. 1910.401 - .441 - Oregon OSHA - Commercial Diving Standards
TNRCC - Section 290.46(p)(1)(2) - Texas TNRCC - Potable Water Storage Reservoir Inspection Standards
Ten State Inspection Standards - Great Lakes-Upper Mississippi River Board of Public Health & Environmental Managers
NIOSH 87-113 - National Institute for Occupational Safety and Health - Confined Air Spaces Regulations
ANSI/ADC 01-1993 - American National Standards Institute - Commercial Diver Training & Certification Standards
AWWA C652-02 - Potable Water Diving Standards

**AWWA Standards**

D100-05: Welded Steel Tanks for Water Storage
D102-06: Coating Steel Water-Storage Tanks
D103-97: Factory-Coated Bolted Steel Tanks for Water Storage
D104-04: Automatically Controlled, Impressed-Current Cathodic Protection for the Interior of Steel Water Tanks
AWWA M42: Steel Water-Storage Tanks

ASTM D3359-07 (modified) - ASTM Standard - Testing Of Coating Adhesion To Metallic Substrates
ASM/NACE RP0178-91(A,B,C) - National Association of Corrosion Engineers - Corrosion Inspection Standards
ANSI/AWS B1.11-2000 - American Welding Society - Weld Inspection Standards
ANSI/SSPC Vis 2-00 / ASTM - D610-07 - Steel Structures Painting Council - Coating Evaluation & Inspection Standards
ACI 201.1R - 08 - American Concrete Institute - Guide for Condition Surveys of Concrete in Service
ACI 311.1R - American Concrete Institute - Concrete Inspector Training
ASNT-SNT-TC-1A - American Society for Nondestructive Testing - NDT Structural Testing - Training & Certification
ANSI/NSF - National Sanitary Foundation - Certification for Use In Potable Water Environments
ANS/ASSE Z359.1-2008 - Safety Requirements for Personal Fall Arrest Systems. Subsystems and Components
ADC - Association of Diving Contractors - Standards for Commercial Diving Operations

**NACE Standards**

RP0388-2001 Impressed Current Cathodic Protection of Internal Submerged Surfaces of Carbon Steel Water Storage Tanks
RP0196-04 Galvanic Anode Cathodic Protection of Internal Submerged Surfaces of Carbon Steel Water Storage Tanks
RP0193-2001 External Cathodic Protection of On-Grade Carbon Steel Water Storage Tank Bottoms

## *All repair, sealing, and coating materials meet or exceed the following standards*

EPA - Approved for use in potable water
FDA - Approved for human consumption
USDA - Approved for incidental contact with food
NSF 60 & 61 - Approved for use in potable water

 

# LEC SERVICES — CLEANING

***Liquid Engineering crews are equipped to access on-site, any type of storage facility***

Whether it is an on-grade, below-grade, clearwell, stand pipe or tower, Liquid Engineering's cleaning process utilizes the proprietary HydroDyne Cleaning System exclusively, for the cleaning of potable water storage reservoirs. This system will remove flocculated material, silt, sediment, sand and any other debris from the floor of your reservoir.

***No down - time or loss of storage capacity***

You continue to pump water and operate your system in a normal manner during all cleaning procedures. It is not necessary to drain your reservoir, incur additional personnel and equipment costs, meet increasingly stringent OSHA regulations, or provide costly and time-consuming decontamination procedures prior to returning your reservoir to service.

***Your reservoir is never taken out of service!***

# LEC SERVICES — LEAK DETECTION & REPAIR

***All leak and coating repairs meet or exceed ANSI/AWWA and EPA recommendations***

utilizing approved procedures and products meeting the latest NSF 60/61 Standards (approved for use in potable water). Finally, by employing the unique HydroDyne Cleaning System during all repair procedures, the possible circulation of rust, scale, or paint debris in your water, or any increase in turbidity, is prevented.

CUTTING EDGE TECHNOLOGY.

COMPLETE & CONSISTENT SERVICE.

UNSURPASSED VALUE.

THAT'S LEC.

***Liquid Engineering's dive maintenance technicians are highly trained***

and experienced in all phases of repair of your on-line water storage reservoir. Because your reservoir remains full of water, we can immediately pinpoint any leaks using food-grade dyes. The following repairs can be performed with your reservoir in normal operation:

- *On-the-spot identification and repair of all water leaks*
- *Repair/modify/replace existing plumbing and valves*
- *Replace water level sensors/floats & wiring*
- *Move, adjust or install/replace water inlets, outlets or overflows*
- *Repair damaged interior coatings or areas of non-structural rusting and pitting*
- *Perform repairs on non-structural leaks in wood, hypalon, steel and concrete reservoirs*
- *Install, modify, or repair baffle systems, liners and floating covers*

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# LEC SERVICES — ASSESSMENT

***The Liquid Engineering assessment program***

is undertaken with your reservoir or clearwell filled with water and in normal operation. All procedures and techniques have been developed, tested and proven to meet the unique requirements of the potable water industry.

***All water reservoirs receive detailed underwater inspection to the following standards:***

- *Pitting depth testing to 5 mils accuracy*
- *Weld evaluation to American Welding Society - ANSI/AWS B1.11-2000*
- *Coating evaluation to Steel Structures Painting Council - ANSI/SSPC-Vis 2-00/ASTM-D610-07*
- *Corrosion evaluation to National Association of Corrosion Engineers;ASM/NACE RP0178-91A,B,C*
- *Concrete evaluation to American Concrete Institute; ACI 201.1R-08*

***Upon request, LEC technicians can also conduct the following underwater tests:***

- *Leak detection, analysis and remediation*
- *Ultrasonic metal thickness testing (e.g., floor thickness) to 5 mils accuracy*
- *Presence or absence of lead*
- *Paint mil thickness testing (DFT) to ASTM D1186*
- *Interior coating adhesion analysis to (modified) ASTM D3359-07*

- ***Important note:*** If a thorough and complete inspection is desired of welds, joints, gaskets and coating (steel floors), or for cracking, spalling, etc. (concrete floors), the reservoir floor must be clean–unless there is only a superficial film present. [The majority of significant coating failure & leaks are found in the floor]

## *Detailed Assessments Include:*

- *Interior roof, wall & floor*
- *Columns and floor plates*
- *Floor-to-wall joints and gaskets*
- *Water level sensors & associated wiring*
- *Overall general appearance and condition of interior walls and floors*
- *Floor seams, welds/bolted joints and the integrity of any previous repairs*
- *All structural members as well as inlet/outlet, vents & screens, overflow systems, drains, bolted and welded connections, ladders, hatches, and any other interior plumbing*
- *A random measurement and tally of bottom sediment as well as a bid to remove all bottom silt/sediment, if requested*

## *Interior Assessment*

The interior conditions are inspected for peeling, blistering or other indications of a loss of coating integrity. Any areas of pitting or rust, as well as any associated undercutting or migration, will be documented and noted on the video record, pictures and reports. LEC technicians can also perform a variety of destructive and non-destructive tests. If a cathodic protection system is installed, LEC dive maintenance technicians will visually examine the condition of anodes, cables and wiring for indications of operational condition (e.g., appearance and color of rust, holidays, erosion and presence/absence of any deposits).

## *Exterior Assessment*

The exterior is inspected for safety, vulnerability, structural and coating integrity. This inspection takes into consideration the requirements and recommendations of NRWA, AWWA, OSHA, NFPA, EPA and other state specific requirements.

## *Comprehensive Reports Include:*

- *Digital photos of all discrepancies and maintenance problems identified during the assessment of your tank.*
- *Detailed cost analysis of recommendation, repair, or rehabilitation of all identified discrepancies or problems. This includes a narrative summary of all said issues.*
- *Regulatory compliance reference binder that explains the standards and regulations associated with each of the identified discrepancies.*

## *Warranty & Acceptance Inspections are an LEC Specialty*

*If you have recently completed construction or repainting of the interior of your tank, we can undertake a complete interior inspection without de-watering or disrupting service to your customers in any way. You will then have a detailed third - party interior inspection and video of the interior coating or completed construction, while you are still covered by the contractor's warranty!*

# LEC SERVICES — ENGINEERING

***From initial design, through construction, training and operations, LEC provides a unique range of engineering services tailored to your specific needs.***

## *Structural, Civil and Environmental Engineering Services*

We couple innovative solutions with professional project experience. LEC engineers work with you in performing analysis and developing flexible designs which will exceed regulatory standards.

Our licensed P.E.'s can perform a structural engineering survey of your water tanks for a fraction of the normal cost. LEC's engineering survey provides valuable information if you are concerned about your reservoir's structural integrity, or you are developing a long-term budget plan. Surveys are prepared using the live inspection video, digital still photos and detailed reports (NACE, AWS, SSPC and/or ACI) completed by our dive maintenance technicians. When undertaken in conjunction with your tank cleaning, your utility will save thousands of dollars.

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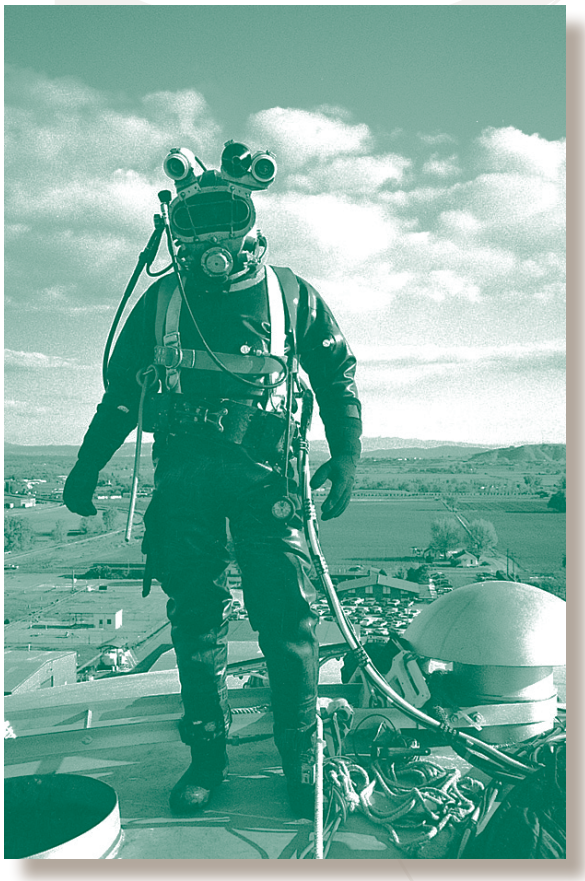
# RECOMMENDED CONTRACT SPECIFICATIONS FOR POTABLE WATER DIVING OPERATIONS

## *These recommendations provide recognized standards, which have been compiled from the following sources*

- These specifications incorporate the AWWA Standard for Disinfection of Water Storage Facilities, C652-02
- Association of Diving Contractors - Consensus Standards
- Federal OSHA - Commercial Diving Regulations
- Standards which are specified by numerous consulting engineering firms and municipalities who routinely contract for potable water diving services.



## *Recommended Specifications*

1. All diving operations will be conducted by certified commercial divers who have graduated from an ACDE Approved Commercial Diving Course. Alternatively, divers who have completed specialized military training i.e., Navy 1st or 2nd Class Dive Courses or Master Dive School shall also qualify.
2. All diving operations shall be conducted with surface-supplied commercial grade diving equipment, including compressor (or compressed air bottle storage system), volume tank, air control system, filter system and pneumofathometer. The air source shall have been tested, within the past 180 days, for oil mist and other contaminants, in accordance with 29 CFR.
3. All diving operations shall be conducted utilizing a totally encapsulated diving dress, including diver hard hat with sealed neck dam, and a dry suit in good repair. A band mask shall be prohibited, for any but an emergency situation.
4. The diver hard hat shall be equipped with operating voice communication to the surface, and the diver umbilical shall consist of at a minimum, the following: Diver air hose, pneumofathometer, diver communication cable, video cable and high intensity lighting power cable.
5. The dive team shall consist of no less than a three person team (Diver, Tender & Dive Supervisor), all of whom shall be certified commercial divers. All team members shall have a current CPR & First Aid Card, as well as a complete diver physical within the previous 24 months.
6. All diver equipment and any other equipment introduced into the reservoir shall be dedicated for potable water operations, and further, shall be disinfected with no less than a 200ppm chlorine scrub/spray prior to entry into the reservoir.
7. Underwater welding is not permitted in potable water reservoirs unless the reservoir is isolated from the system and the water is drained to waste following the welding procedures.
8. Dive contractor shall have available for examination, the following documentation: Copy of Standards and Procedures Manual, Safe Practices Manual, Diver Logbooks and the latest Air Testing Reports.
9. Dive team shall be equipped with live color video with live voice recording (and associated lighting system) between diver and surface team, to allow for real-time surface monitoring of all diving activities and findings, as well as quality-control of the completed work.
10. Contractor security protocols shall include mandatory identity, drug and criminal background checks of all field employees prior to, and routinely re-investigated during, employment.

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# STANDARDS & OPERATIONAL PROCEDURES

*The following maintenance standards and operational procedures describe LEC's unique potable water storage tank maintenance program. This program utilizes highly trained and experienced commercial divers, proven procedures, and specially engineered proprietary equipment. All procedures are conducted with your reservoir full and in normal operation. You do not have to de-water your reservoir, or suspend pumping at any time; and all of this at a substantial cost savings to you.*

## *Compared to conventional inspection, cleaning and repair methods,*

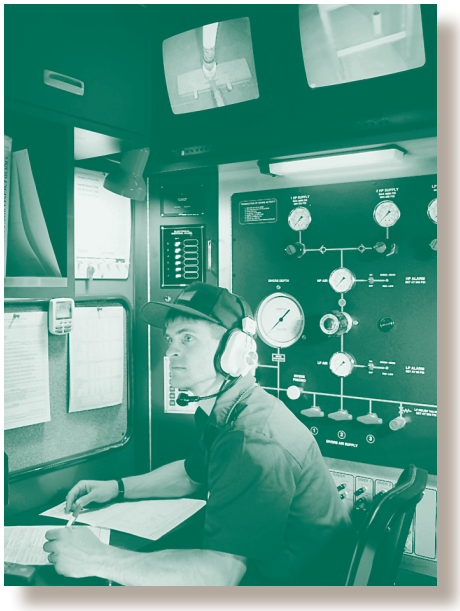
Liquid Engineering's maintenance procedures eliminate the need for additional lighting, or the installation of potentially damaging and expensive scaffolding. Additionally, LEC solves the problem of meeting the latest and increasingly restrictive OSHA confined air space regulations, as well as eliminating the hassle and costs associated with draining, flushing, pumping, disinfecting and refilling your reservoirs.

Utilizing LEC's state-of-the-art technology not only results in significant water savings to you, but also eliminates service disruptions to your customers. In addition, none of LEC's normal under-water operations create any measurable increase in your water turbidity levels–a critical consideration.

## *All LEC dive maintenance technicians are ACDE Certified Commercial Divers*

LEC utilizes the latest state-of-the-art surface-supplied air and diver support technology (as compared to SCUBA - equipped sport divers–e.g., NAUI, PADI or YMCA certified divers). Our certified commercial dive specialists receive six months of specialized training before they are qualified to work on your system. To protect your system from contamination, our dive maintenance technicians are totally encapsulated in a sealed dry suit which is mated to a sealed commercial diver's hard hat. This equipment not only ensures total isolation of our technicians from your water, it also allows you to have two-way live voice communication with them at all times. As further protection from contamination, all LEC dive maintenance technicians and associated equipment are decontaminated with a high concentration (200ppm+) chlorine solution prior to entry into your portable water storage reservoir or lines.

## *Operational procedures are monitored LIVE*



Our surface support team (as well as your staff and engineers) monitors each dive maintenance technician during cleaning, inspections and repairs. This is accomplished by mounting high resolution, color video cameras and 500 watt underwater lights to our technician's com-mercial diving helmet. This closed circuit video system provides not only the ultimate in quality control, but also allows you to have a complete video record, including live voice recording, of all procedures completed by your Liquid Engineering team. In addition to live video, 35mm still photography capability is also available.

*As a final note, while Liquid Engineering Corporation prefers working with your engineers and staff to develop real-world solutions, we can also provide consulting engineering services to meet your specific needs.*

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