

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Special City Council Meeting Agenda
Wednesday, November 30, 2016
6:00 p.m.

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. RECOGNITION OF COMMISSION MEMBERS
5. ACCEPTANCE OF AGENDA
6. STORM, ASSET MANAGEMENT, AND WASTEWATER (SAW) GRANT AGREEMENT
 - A. Letter 11/22/16 – Department of Treasury, M. Martin
 - B. MDEQ Michigan Finance Authority SAW Grant Agreement
 - C. MDEQ SAW Grant Application for Wastewater Asset Management Plan 12/02/13, w/attachments
 - D. Committee-of-the-Whole Excerpts 10/28/16 and 11/11/13 w/attachments:
 1. Resolution Authorizing the SAW Grant Agreement
 2. Memo 11/06/13 – A. Fincham
 - E. Budget Sheets:
 1. Budget Worksheet – Water/Sewer FY 2016-17
 2. Budget Worksheet – Water/Sewer FY 2016-17 Account Detail Information
 3. Option 2: Increased Fixed and Commodity – Table 5 Expenses – Fund 592 FY 2016-17
7. NEW BUSINESS/PUBLIC COMMENT
8. NEW BUSINESS/PUBLIC COMMENT
9. ADJOURNMENT

Lisa Kay Hathaway, CMMC/MMC
City Clerk

IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)
POSTED AND COPIES GIVEN TO NEWSPAPERS

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or call the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2440 or Telecommunications Device for the Deaf (TDD) 313 343-9249.



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

NICK A. KHOURI
STATE TREASURER

November 22, 2016

RECEIVED

NOV 22 2016

CITY OF GROSSE PTE. WOODS

Bruce Smith
Administrator
City of Grosse Pointe Woods
20025 Mack Plaza Dr.
Grosse Pointe Woods, MI 48236

RE: SAW Grant Award - Project # 1415-01

Dear Mr. Smith:

Enclosed please find three (3) original copies of the SAW Grant Agreement for the City of Grosse Pointe Woods. The SAW Grant Agreement must be signed by **Bruce Smith**, who was named as authorized representative in the resolution submitted with your SAW Grant Application.

Please sign and return all **three** original SAW Grant Agreements by December 2, 2016 to the Michigan Finance Authority, via overnight delivery to 430 W. Allegan Street, Lansing, MI 48922.

Upon receipt of your signed SAW Grant Agreements, they will be signed by representatives of the Department of Environmental Quality and the Michigan Finance Authority. Once executed, an original Grant Agreement will be returned to you along with instructions on how to draw funds from your SAW Grant Award.

Please feel free to contact John Barton or Graham Davidson at (517) 335-0994 if you have any questions.

Sincerely,

Mary G. Martin

Mary G. Martin
Executive Director

cc: Sonya Butler, DEQ
Alan Lambert, Attorney General's Office
Loren Valentine, Attorney General's Office



6B

Michigan Finance Authority

Stormwater, Asset Management, and Wastewater (SAW) GRANT AGREEMENT

This Grant Agreement ("Agreement") is made as of December 16, 2016, among the Michigan Department of Environmental Quality, Office of Drinking Water and Municipal Assistance (the "DEQ"), the Michigan Finance Authority (the "Authority") (the DEQ and the Authority are, collectively, the "State") and the City of Grosse Pointe Woods, County of Wayne ("Grantee") in consideration for providing grant assistance to the Grantee.

The purpose of this Agreement is to provide funding for the project named below. The State is authorized to provide grant assistance pursuant to the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. Legislative appropriation of funds for grant disclosure is set forth in 2013 Public Act 59.

The Grantee shall be required to repay the grant made under this Agreement (the "Grant"), within 90 days of being informed by the State to do so, under certain conditions, as set forth in Section XVIII. Program Specific Requirements: SAW Grant.

Award of a Grant under this Agreement and completion of the activities identified in Exhibit A does not guarantee loan assistance from the State Revolving Fund, Strategic Water Quality Initiatives Fund, or Stormwater, Asset Management or Wastewater.

GRANTEE INFORMATION:

Bruce Smith, Administrator
Name/Title of Authorized Representative
20025 Mack Plaza Dr.
Address
Grosse Pointe Woods, MI 48236
Address
313-343-2440
Telephone number

GRANT INFORMATION:

Project Name: WW Asset Mgt Plan
Project #: 1415-01
Amount of Grant: \$ 993,060
Amount of Match \$ 110,340
Project \$ 1,103,400 (grant plus match)
Start Date: 1/27/2013 End Date: 11/27/2019

DEQ REPRESENTATIVE:

Sonya T. Butler, Chief
Name/Title
525 West Allegan St., PO Box 30473
Address
Lansing, MI 48909-7973
Address
(517) 373-2161
Telephone number
Butlers2@michigan.gov
E-mail address

AUTHORITY REPRESENTATIVE:

Mary G. Martin, Executive Director, MFA
Name/Title
430 W. Allegan St., Austin Building
Address
Lansing, MI 48922
Address
(517) 335-0994
Telephone number
treas_bondfinance@michigan.gov
E-mail

October 19, 2016

The individuals signing below certify by their signatures that they are authorized to sign this Grant Agreement on behalf of their respective parties, and that the parties will fulfill the terms of this Agreement, including the attached Exhibit A, and use this Grant only as set forth in this Agreement.

GRANTEE

Signature of Grantee

December 16, 2016
Date

Bruce James Smith, City Administrator
Name and title (typed or printed)

MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY

Its Authorized Officer

December 16, 2016
Date

MICHIGAN FINANCE AUTHORITY

Its Authorized Officer

December 16, 2016
Date

I. PROJECT SCOPE

This Agreement shall be in addition to any other contractual undertaking by the Grantee contained in the Resolution authorizing the Grant (the "Resolution").

This Agreement, including its exhibit(s), constitutes the entire agreement between the DEQ, the Authority, and the Grantee.

(A) The scope of this Grant is limited to the activities specified in Exhibit A (the "Project"), and such activities as are authorized by the State under this Agreement. Any change in project scope requires prior written approval in accordance with Section III, Changes, in this Agreement.

(B) By acceptance of this Agreement, the Grantee commits to complete the Project identified in Exhibit A within the time period allowed for in this Agreement and in accordance with the terms and conditions of this Agreement.

II. AGREEMENT PERIOD

This Agreement shall take effect on the date that it has been signed by all parties (the "Effective Date"). The Grantee shall complete the Project in accordance with all the terms and conditions specified in this Agreement no later than the End Date shown on page one. **Only costs incurred on or after January 2, 2013 and between the Start Date and the End Date shall be eligible for payment under this Grant.**

III. CHANGES

Any decreases in the amount of the Grantee's compensation, significant changes to the Project, or extension of the End Date, shall be requested by the Grantee in writing, and approved in writing by the State in advance. The State reserves the right to deny requests for changes to the Agreement including its Exhibit A. No changes can be implemented without approval by the State.

October 6, 2016

IV. GRANTEE PAYMENTS AND REPORTING REQUIREMENTS

The Grantee shall meet the reporting requirements specified in Section XVIII of this Agreement.

V. GRANTEE RESPONSIBILITIES

(A) The Grantee agrees to abide by all local, state, and federal laws, rules, ordinances and regulations in the performance of this Grant.

(B) All local, state, and federal permits, if required, are the responsibility of the Grantee. Award of this Grant is not a guarantee of permit approval by the state.

(C) The Grantee shall be solely responsible to pay all taxes, if any, that arise from the Grantee's receipt of this Grant.

(D) The Grantee is responsible for the professional quality, technical accuracy, timely completion, and coordination of all designs, drawings, specifications, reports, and other services furnished by its subcontractors under this Agreement. The State will consider the Grantee to be the sole point of contact concerning contractual matters, including payment resulting from this Grant. The Grantee or its subcontractor shall, without additional grant award, correct or revise any errors, omissions, or other deficiencies in designs, drawings, specifications, reports, or other services.

(E) The DEQ's approval of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve the Grantee of responsibility for the technical adequacy of the work. The DEQ's review, approval, acceptance, or payment for any of the services shall not be construed as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

(F) The Grantee acknowledges that it is a crime to knowingly and willfully file false information with the State for the purpose of obtaining this Agreement or any payment under the Agreement, and that any such filing may subject the Grantee, its agents, and/or employees to criminal and civil prosecution and/or termination of the Grant.

VI. ASSIGNABILITY

The Grantee shall not assign this Agreement or assign or delegate any of its duties or obligations under this Agreement to any other party without the prior written consent of the State. The State does not assume responsibility regarding the contractual relationships between the Grantee and any subcontractor.

VII. NON-DISCRIMINATION

The Grantee shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 *et seq*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 *et seq*, and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The Grantee agrees to include in every subcontract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

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VIII. UNFAIR LABOR PRACTICES

The Grantee shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 *et seq.*

IX. LIABILITY

(A) The Grantee, not the State, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this Agreement, if the liability is caused by the Grantee, any subcontractor, or anyone employed by the Grantee.

(B) All liability as a result of claims, demands, costs, or judgments arising out of activities to be carried out by the State in the performance of this Agreement is the responsibility of the State and not the responsibility of the Grantee if the liability is materially caused by any State employee or agent.

(C) In the event that liability arises as a result of activities conducted jointly by the Grantee and the State in fulfillment of their responsibilities under this Agreement, such liability is held by the Grantee and the State in relation to each party's responsibilities under these joint activities.

(D) Nothing in this Agreement should be construed as a waiver of any governmental immunity by the Grantee, the State, its agencies, or their employees as provided by statute or court decisions.

X. CONFLICT OF INTEREST

No government employee or member of the legislative, judicial, or executive branches or member of the Grantee's governing body, its employees, partner, agencies or their families shall have benefit financially from any part of this Agreement.

XI. AUDIT AND ACCESS TO RECORDS

See Section XVIII (C).

XII. INSURANCE

(A) The Grantee shall maintain insurance or self-insurance that will protect it from claims that may arise from the Grantee's actions under this Agreement or from the actions of others for whom the Grantee may be held liable.

(B) The Grantee must comply with applicant workers' compensation laws while engaging in activities authorized under this Agreement.

XIII. OTHER SOURCES OF FUNDING

The Grantee guarantees that any claims for reimbursement made to the State under this Agreement shall not be financed by any source other than the State under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to delete from Grantee's billings or to immediately refund to the State, the total amount representing such duplication of funding.

XIV. COMPENSATION

(A) A breakdown of Project costs covered under this Agreement is identified in Exhibit A. The State will pay the Grantee a total amount not to exceed the amount on page one of this Agreement, in accordance with Exhibit A, and only for expenses incurred. All other costs over and above the Grant amount, necessary to complete the Project, are the sole responsibility of the Grantee.

October 6, 2016

(B) The Grantee is committed to the match amount on page one of this Agreement, in accordance with Exhibit A. The Grantee shall expend all local match committed to the Project by the End Date of this Agreement.

(C) The State will approve payment requests after approval of reports and related documentation as required under this Agreement.

(D) The State reserves the right to request additional information necessary to substantiate payment requests.

XV. CLOSEOUT

(A) A determination of Project completion shall be made by the DEQ after the Grantee has met any match obligations and satisfactorily completed the activities and provided products and deliverables described in Exhibit A.

(B) Upon issuance of final payment from the State, the Grantee releases the State of all claims against the State arising under this Agreement. Unless otherwise provided in this Agreement or by State law, final payment under this Agreement shall not constitute a waiver of the State's claims against the Grantee.

(C) The Grantee shall immediately refund to the State any payments or funds in excess of the costs allowed by this Agreement.

XVI. CANCELLATION

This Agreement may be canceled by the State, upon 30 days written notice, due to Executive Order, budgetary reduction, or other lack of funding upon request by Grantee or upon mutual agreement by the State and Grantee. The State reserves the right to provide just and equitable compensation to the Grantee for all satisfactory work completed under this Agreement.

XVII. TERMINATION

(A) This Agreement may also be terminated by the State for any of the following reasons upon 30 days written notice to the Grantee:

(1) If the Grantee fails to comply with the terms and conditions of the Agreement or with the requirements of the authorizing legislation cited on page 1 or the rules promulgated thereunder, or with other applicable law or rules.

(2) If the Grantee knowingly and willfully presents false information to the State for the purpose of obtaining this Agreement or any payment under this Agreement.

(3) If the State finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.

(4) During the 30-day written notice period, the State shall also withhold payment for any findings under subparagraphs 1 through 3, above.

(5) If the Grantee or any subcontractor, manufacturer, or supplier of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.

(B) The State may immediately terminate this Agreement without further liability if the Grantee, or any agent of

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the Grantee, or any agent of any subagreement, is:

(1) Convicted of a criminal offense incident to the application for or performance of a state, public, or private contract or subcontract;

(2) Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;

(3) Convicted under state or federal antitrust statutes;

(4) Convicted of any other criminal offense which, in the sole discretion of the State, reflects on the Grantee's business integrity; or

(C) If a grant is terminated, the State reserves the right to require the Grantee to repay all or a portion of funds received under this Agreement.

XVIII. PROGRAM-SPECIFIC REQUIREMENTS: SAW REPAYABLE GRANT

(A) General Representations. The Grantee represents and warrants to, and agrees with, the Authority and DEQ, as of the date hereof as follows:

(1) Grant funds shall be expended only to cover costs for the development of an Asset Management Plan, Stormwater Management Plan, innovative wastewater or stormwater technology, construction costs for disadvantaged communities, or for planning, design and user charge development.

(2) Grant funds used for administrative activities or activities performed by municipal employees shall be limited to work that is directly related to the Project and is conducted by employees of the Grantee.

(3) The Grantee has full legal right, power and authority to execute this Agreement, and to consummate all transactions contemplated by this Agreement, the Resolution, and any and all other agreements relating thereto. The Grantee has duly authorized and approved the execution and delivery of this Agreement, the performance by the Grantee of its obligations contained in this Agreement, and this Agreement is a valid, legally binding action of the Grantee, enforceable in accordance with the terms thereof except as enforceability may be limited by bankruptcy, insolvency, reorganization, moratorium and other similar laws affecting the rights of creditors generally, and by principles of equity if equitable remedies are sought.

(4) The Resolution has been duly adopted by the Grantee, acting through its executive(s) or governing body, is in full force and effect as of the date hereof, and is a valid, legally binding action of the Grantee, enforceable in accordance with the terms thereof except as enforceability may be limited by bankruptcy, insolvency, reorganization, moratorium and other similar laws affecting the rights of creditors generally, and by principles of equity if equitable remedies are sought.

(5) The execution and delivery of this Agreement by the Grantee, and the fulfillment of the terms and conditions of, and the carrying out of the transactions contemplated by the Resolution and this Agreement do not and will not conflict with or constitute on the part of the Grantee a breach of, or a default under any existing law (including, without limitation, the Michigan Constitution), any court or administrative regulation, decree or order or any agreement, indenture, mortgage, obligation, lease or other instrument to which the Grantee is subject or by which it is bound and which breach or default would materially affect the validity or binding effect of the Grant, or result in a default or lien on any assets of the Grantee. No event has occurred or is continuing which with the lapse of time or the giving of notice, or both, would constitute a default by the Grantee under the Resolution or this Agreement.

(6) No consent or approval of, or registration or declaration with, or permit from, any federal, state or other governmental body or instrumentality, is or was required in connection with enactment by the Grantee of the

October 6, 2016

Resolution, or execution and delivery by the Grantee of this Agreement which has not already been obtained, nor is any further election or referendum of voters required in connection therewith which has not already been held and certified and all applicable referendum periods have expired.

(7) Proceeds of the Grant will be applied (i) to the financing of the Project or a portion thereof as set forth in the Resolution and Exhibit A or (ii) to reimburse the Grantee for a portion of the cost of the Project. The Grantee will expend the proceeds of each disbursement of the Grant for the governmental purpose for which the Grant was issued.

(8) The attached Exhibit A contains a summary of the estimated cost of the Project, which the Grantee certifies is a reasonable and accurate estimate.

(9) The Grantee reasonably expects (i) to fulfill all conditions set forth in this Agreement to receive and to keep the Grant, and (ii) that no event will occur as set forth in this Agreement which will require the Grantee to repay the Grant.

(B) Repayment of Grant. The Grantee shall repay the Grant, within 90 days of being informed to do so, with interest calculated from the date Grant funds are first drawn at a rate not to exceed 8% per year, to be determined by the Authority, to the Authority for deposit into the SWQIF.

"(a) A grant recipient (shall) proceed with a project for which grant funding is provided within 3 years after the department approves the grant (executed grant agreement). For asset management programs related to sewage collection and treatment systems, this includes significant progress, as determined by the department, toward achieving the funding structure necessary to implement the program.

(b) The grant recipient (shall) repay the grant, within 90 days of being informed to do so, with interest at a rate not to exceed 8 percent per year, to the Authority for deposit into the fund if the applicant is unable to, or decides not to, proceed with a construction project or begin implementation of an asset management program for which grant funding is provided."

SAW grant recipients for wastewater system asset management plans are required to make significant progress on the funding structure. Significant progress is defined as a 5-year plan to eliminate the gap with a minimum initial rate increase to close at least 10 percent of the funding gap. The first rate increase must be implemented within three years of the executed grant. The applicant will need to certify that all grant activities have been completed at the end of three years. Asset management plans for stormwater systems are to be implemented. Stormwater management grant recipients must develop a stormwater management plan. Innovative project grant recipients must proceed with full implementation or certify that the project is not financially or technically feasible.

(C) Covenants and Certifications.

(1) The Grantee has the legal, managerial, institutional, and financial capability to plan, design, and build the Project, or cause the Project to be built, and cause all facilities eventually constructed to be adequately operated.

(2) The Grantee certifies that no undisclosed fact or event, or pending litigation, will materially or adversely affect the Project, the prospects for its completion, or the Grantee's ability to make timely repayments of the grant if any of the two (2) conditions identified under Section XVIII(B) occur.

(3) The Grantee agrees to provide the minimum appropriate local match for grant-eligible costs and disburse match funds to service providers concurrent with grant disbursements.

(4) The Grantee agrees to maintain complete books and records relating to the grant and financial affairs of the Project in accordance with generally accepted accounting principles ("GAAP") and generally accepted

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government auditing standards ("GAGAS").

(5) The Grantee agrees that all municipal contracts related to the Project will provide that the contractor and any subcontractor may be subject to a financial audit and must comply with GAAP and GAGAS.

(6) The Grantee agrees to provide any necessary written authorizations to the DEQ and the Authority for the purpose of examining, reviewing, or auditing the financial records of the Project. The applicant also agrees to require similar authorizations from all contractors, consultants, property owners or agents with which the applicant negotiates an agreement.

(7) The Grantee agrees that all pertinent records shall be retained and available to the DEQ and the Authority for a minimum of three years after satisfactory completion of the Project and final payment. If litigation, a claim, an appeal, or an audit is begun before the end of the three-year period, records shall be retained and available until the three years have passed or until the action is completed and resolved, whichever is longer.

(8) The Grantee agrees to ensure that planning and design activities of the Project are conducted in compliance with the requirements of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, its Administrative Rules; and all applicable state and federal laws, executive orders, regulations, policies, and procedures.

(9) The Grantee agrees that the Project shall proceed in a timely fashion and will exercise its best efforts to satisfy the program requirements as identified under Section XVIII(B) within three years of award of the SAW Grant from the Strategic Water Quality Initiatives Fund in accordance with Section 5204(e) of the Natural Resources and Environmental Protection Act 1994, PA 451, as amended.

(10) The Grantee acknowledges that acceptance of a wastewater asset management grant will subsequently affect future NPDES permits to include asset management language as applicable.

(D) Grantee Reimbursements and Deliverables

The Grantee may request grant disbursements no more frequently than monthly, using the Disbursement Request Form provided by the DEQ. Upon receipt of a disbursement request, the DEQ will notify the Authority, which will in turn disburse grant funds equal to 75 percent, 90 percent, or 100 percent of eligible costs, whichever percentage is applicable, that have been adequately documented. The forms provided by the State will include instructions on their use and shall be submitted to the DEQ representative at the address on page 1. All required supporting documentation (invoices) for expenses must be included with the disbursement request form. The Grantee is responsible for the final submittal of all documents prepared under this Grant and included in the Project Scope identified in Exhibit A.

(E) Miscellaneous Provisions.

(1) Applicable Law and Nonassignability. This Agreement shall be governed by the laws of the State of Michigan.

(2) Severability. If any clause, provision or section of this Agreement be ruled invalid or unenforceable by any court of competent jurisdiction, the invalidity or unenforceability of such clause, provision or section shall not affect any of the remaining clauses, provisions or sections.

(3) Execution of Counterparts. This Agreement may be executed in several counterparts each of which shall be regarded as an original and all of which shall constitute one and the same document.

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XIX. USE OF MATERIAL

Unless otherwise specified in this Agreement, the Grantee may release information or material developed under this Agreement, provided it is acknowledged that the DEQ funded all or a portion of its development.

XX. SUBCONTRACTS

The State reserves the right to deny the use of any consultant, contractor, associate or other personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Agreement. Further, the State will consider the Grantee to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated Grant. All subcontractors used by the Grantee in performing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required.

XXI. ANTI-LOBBYING

If all or a portion of this Agreement is funded with state funds, then the Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "Lobbying" means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action." The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of litigation against the State. Further, the Grantee shall require that language of this assurance be included in the award documents of all subawards at all tiers.

XXII. IRAN SANCTIONS ACT

By signing this Agreement, the Grantee is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses as outlined in Michigan Compiled Law 129.312

XXIII. DEBARMENT AND SUSPENSION

By signing this Agreement, the Grantee certifies to the best of its knowledge and belief that it, its agents, and its subcontractors:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.
- (2) Have not within a 3-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction as defined in 45 CFR 1185; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
- (4) Have not within a 3-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- (5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

October 6, 2016

SAW Grant Program

Exhibit A

Grantee: City of Grosse Pointe Woods

Project Name: Wastewater Asset Management Plan

DEQ Approved Grant Amount: \$993,060 (Nine Hundred Ninety-three Thousand Sixty Dollars)

Time Period for Eligible Costs: Start Date January 2013

End Date November 2019

Description of Approved Project Scope:

Preparation and completion of a wastewater asset management plan.

DEQ Approved Project Costs	
1. Project Planning Costs	\$0
2. Design Engineering Costs	\$0
3. User Charge System Development Costs	\$0
4. Wastewater Asset Management Plan Costs	\$1,103,400
5. Stormwater Asset Management Plan Costs	\$0
6. Stormwater Management Plan Costs	\$0
7. Innovative Wastewater and Stormwater Technology Costs	\$0
8. Disadvantaged Community Construction Costs	\$0
9. Eligible Cost Subtotal	\$1,103,400
10. LESS Local Match (<i>if applicable</i>)	\$110,340
11. Requested SAW Grant Amount (Line 9 minus Line 10)	\$993,060

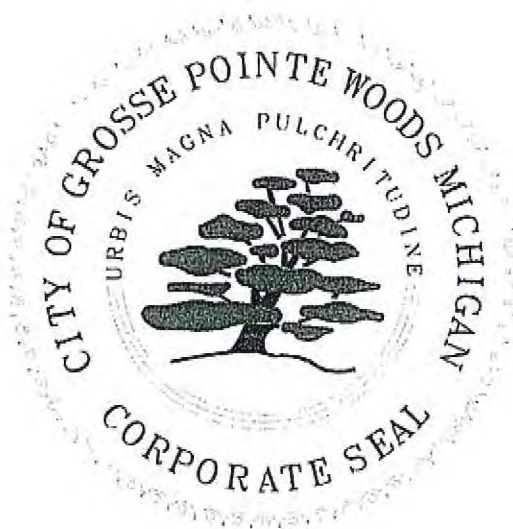


SAW Grant Application

for
Wastewater Asset Management Plan

Applicant

City of Grosse Pointe Woods
20025 Mack Plaza Drive
Grosse Pointe Woods, Michigan 48236



December 2, 2013
AEW Project No. 0160-0364

Prepared by

Anderson, Eckstein and Westrick, Inc.

Civil Engineers
Surveyors
Architects



SAW GRANT APPLICATION

Rick Snyder, Governor

Michigan Department of Environmental Quality (DEQ)

Dan Wyant, Director

<http://www.michigan.gov/deq>

Michigan Department of Treasury Michigan Finance Authority (Authority)

Andy Dillon, State Treasurer

<http://www.michigan.gov/treasury>

Administered by:

Department of Environmental Quality
Office of Drinking Water and Municipal Assistance
Revolving Loan Section
Sonya T. Butler, Chief

Department of Treasury
Michigan Finance Authority
Joseph Fielek, Executive Director

Mailing Addresses:

PO Box 30241
Lansing, Michigan 48909
517-284-5433

PO Box 15128
Lansing, Michigan 48901
517-335-0994

Delivery Addresses:

Constitution Hall
4th Floor South
525 West Allegan Street
Lansing, Michigan 48933

Richard H. Austin Building
1st Floor
430 West Allegan Street
Lansing, Michigan 48922

**Completion of this application is mandatory for the applicant
to be considered for SAW Grant Program assistance.**

Printed under the authority of Parts 52 and 53, of the Natural Resources and Environmental Protection Act,
1994 PA 451, as amended.

October 21, 2013

SAW Grant Application Instructions

Project information: This portion of the grant application needs to be completed and returned with one or more of the grant activities noted in the appendices below.

Authorizing Resolution: The resolution must be signed and dated. Submit the resolution with the project information noted above.

Sample Grant Agreement: A sample of the grant agreement must accompany the resolution.

Appendices: Provide complete information as noted in the Appendix that corresponds to the proposed project. Each Appendix contains guidance on eligibility and general information related to the grant activity.

- Appendix A: Wastewater Planning, Design and User Charge Activities
- Appendix B: Planning and/or Design of Stormwater and/or Nonpoint Source of Water Pollution
- Appendix C: Asset Management Plan for Stormwater and Wastewater
- Appendix D: Stormwater Management Plan
- Appendix E: SAW Innovative Wastewater and Stormwater Technology
- Appendix F: Disadvantaged Community Status Determination Worksheet

Appendix C and Appendix E will require a separate certification within 3 years of the grant award confirming that grant activities have been completed. The certification forms can be found at: www.michigan.gov/cleanwaterrevolvingfund (select Forms and Guidance).

A hard copy of the grant application must be submitted to the DEQ. Grant applications may be submitted at any time beginning December 2, 2013. Grant awards will be issued quarterly based on the date an application is administratively complete, until available SAW funding had been exhausted.

PROJECT INFORMATION

Project Name and County Grosse Pointe Woods Wastewater AMP, Wayne County

A. Legal Name of Applicant City of Grosse Pointe Woods

The legal name of the applicant may be different from the name of the project. For example, a county may be the legal applicant, while the project may be named for the particular village or township it will serve.

If applicant is not a City/County/Township/Village, provide Authorizing Statute to qualify as a municipality. _____

B. Mailing Address of Applicant

Street, P.O. Box 20025 Mack Plaza Drive

City, State & Zip Grosse Pointe Woods, MI 48236

County(s) project is located in Wayne County

(313) 343-2440

(Area Code and Telephone Number)

C. Designated Contacts for this Project

1. Authorized Representative (Name below must match the person named in the resolution)

Name Alfred Fincham

Title City Administrator

Street, P.O. Box 20025 Mack Plaza Drive

City, State & Zip Grosse Pointe Woods, MI 48236

(313) 343-2440 afincham@gpwmi.us

(Area Code and Telephone Number)

(E-mail Address)

2. Applicant's Financial Advisor

Name Robert J. Bendzinski

Firm Bendzinski & Co. Municipal Finance Advisors

Street, P.O. Box 615 Griswold Street, Suite 1225

City, State & Zip Detroit, MI 48226

(313) 961-8222 rjb@bendzinski.com

(Area Code and Telephone Number)

(E-mail Address)

3. Applicant's Consulting Engineer (if applicable)

Name Scott Lockwood, PE

Firm Anderson, Eckstein and Westrick, Inc.

Street, P.O. Box 51301 Schoenherr Road

City, State & Zip Shelby Township, MI 48315

(586) 726-1234 slockwood@aewinc.com

(Area Code and Telephone Number)

(E-mail Address)

4. Primary Contact (if different than authorized representative)

Name Scott Lockwood, PE Title Consulting Engineer
(586) 726-1234 slockwood@aewinc.com
(Area Code and Telephone Number) (E-mail Address)

D. Disclosure of Conditions Requiring Repayment of Grant

The intent of the SAW Grant Program is to accelerate the statewide use of asset management planning practices as well as improve water quality. It is expected that SAW grant wastewater or stormwater recipients will implement the necessary construction for which grant funding was provided for any planning, design, and/or user charge grants. SAW grant recipients for wastewater system asset management plans are required to make significant progress (as defined in Appendix C) on the funding structure. Stormwater Asset Management Plan (AMP) recipients are required to implement the plan (as defined in Appendix C). Stormwater management grant recipients must develop a stormwater management plan. An innovative technology grant recipient must proceed with the project if testing and demonstration show that the water quality issue may be successfully and feasibly addressed with full scale implementation. Consistent with this intent and provisions of Part 52 of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended:

“(a) A grant recipient (shall) proceed with a project for which grant funding is provided within 3 years after the department approves the grant (executed grant agreement). For asset management programs related to sewage collection and treatment systems, this includes significant progress, as determined by the department, toward achieving the funding structure necessary to implement the program.

(b) The grant recipient (shall) repay the grant, within 90 days of being informed to do so, with interest at a rate not to exceed 8 percent per year, to the Authority for deposit into the fund if the applicant is unable to, or decides not to, proceed with a construction project or begin implementation of an asset management program for which grant funding is provided.”

E. Project Need and Proposed Scope of Work

In order to improve water quality, the applicant can seek SAW Grant Program assistance to cover the costs of: 1) planning, design, and/or user charge of a wastewater or stormwater system; 2) asset management for a wastewater and/or stormwater system; 3) a stormwater management plan; and 4) innovative wastewater and stormwater technologies. Details for establishing project need for each of these categories can be found in the appendices.

Describe the specific activities you will fund with SAW grant assistance. Describe the system deficiencies and/or water quality problems you want to evaluate/address: **(Attach additional pages as necessary.)**

(See Additional Pages Attached at the back of this Application)

F. Ownership of System Facilities or Assets

Is the legal entity that owns the system facilities or assets described in the proposed scope of work the same as the legal name of the applicant (see Item A)? ■ YES □ NO

If NO, has the applicant obtained the necessary legal documentation delegating the applicant as an agent of the owner who has the authority for implementing the activities associated with the proposed scope of work at the direction of the owner? (Certification of this legal relationship must be provided prior to the applicant receiving SAW grant assistance. The applicant must have the authority to establish a rate structure necessary to demonstrate significant progress with implementing a wastewater asset management plan if applicable. Note that a rate structure is not required for a stormwater asset management grant.) ☐ YES ☐ NO

G. Funding Source for Associated Construction (if applicable)

If the proposed scope of work for SAW grant assistance will result in subsequent construction, then identify the anticipated funding source(s) for the construction.

☐ SAW ☐ SRF ☐ SWQIF ☐ Rural Development ☐ Other (explain) _____

The applicant intends to seek SAW, SRF, and/or SWQIF loan(s) to construct the proposed project in fiscal year _____ (an October 1st to September 30th fiscal year).

If construction financing is anticipated to come from a source other than SAW, SRF and/or SWQIF, identify the proposed construction year(s): _____.

H. SAW Grant Agreement Period

Start date of grant-funded tasks: 01/13 (month/year). May include services rendered on or after January 2, 2013, the effective date of the SAW program legislation.

Estimated date for completion of all grant-funded tasks: 04/17 (month/year). Must be completed within 3 years of executed grant.

I. Does this project have an associated SRF/SWQIF loan or S2 grant(s)? If so, indicate the project number(s) below:

S2 Grant Project # _____ SRF Loan Project # _____ SWQIF Loan Project # _____

J. Is the applicant in receivership? ☐ YES ☒ NO

Is the applicant operating under an emergency manager or an emergency financial manager appointed under state law? ☐ YES ☒ NO

Is the applicant operating under a consent agreement as provided under the local government fiscal responsibility act, 1990 PA 72, MCL 141.1201 to 141.1291?
☐ YES ☒ NO

If a disadvantaged community status determination is being requested, then complete and submit the worksheet in Appendix F. Communities considered disadvantaged by the DEQ can be awarded up to \$500,000 in grant funds to construct projects identified in an asset management plan.

K. Project Cost Worksheet

Read the instructions below before completing the Project Cost Worksheet.

Grant Budget Item	Incurred Project Costs A	Estimated Project Costs B	Cost Supporting Documents Attached?	Total Project Costs A+B
1. Project Planning Costs			<input type="checkbox"/> YES	
2. Design Engineering Costs			<input type="checkbox"/> YES	
3. User Charge System Development Costs			<input type="checkbox"/> YES	
4. Wastewater Asset Management Plan Costs		1,103,400	<input checked="" type="checkbox"/> YES	1,103,400
5. Stormwater Asset Management Plan Costs			<input type="checkbox"/> YES	
6. Stormwater Management Plan Costs			<input type="checkbox"/> YES	
7. Innovative Wastewater and Stormwater Technology Costs			<input type="checkbox"/> YES	
8. Disadvantaged Community Construction Cost			<input type="checkbox"/> YES	
9. Cost Subtotal				1,103,400
10. LESS Local Match				110,340
11. Requested SAW Grant Amount (Line 9 minus Line 10)				993,060

1. Entering Cost Figures

To complete the Project Cost Worksheet, enter costs incurred to date in the first column and estimated costs in the second column. **Use whole dollar amounts for all entries.** A budget line item may have costs entered in each column; however, the entries must accurately reflect the division between incurred costs and estimated (i.e., the costs in the second column must not be a cumulative total but are to represent the balance of costs not yet incurred).

2. Supporting Documentation

Documentation must be attached to your application to support the costs included on the Project Cost Worksheet: Validate by checking the box in the third column on each requested line item.

- For incurred costs, adequate supporting documentation means executed contract; an invoice; proof of billing or payment for each cost for which grant assistance is being sought (e.g., copies of the monthly invoices from your consulting engineer, timesheet/payroll records showing hours worked and work performed).
- For estimated costs, adequate supporting documentation means an engineer's estimate; a letter, or email from a vendor detailing the services to be rendered and their costs; or a ledger of anticipated billable force account hours, employee rates, and classifications.

3. Executed Contracts (required for reimbursement, not required for grant application)

A contract between the applicant and the vendor must be executed for each service that has been or is to be rendered if the cost of such service is greater than \$50,000. An executed

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copy of each contract, with a clear identification of the scope of the service(s) and a contract period, must be submitted prior to reimbursements of costs.

4. Line-By-Line Completion Guidance

In addition to the costs described below, costs eligible for SAW grant assistance include: those incurred for services rendered on or after January 2, 2013; for services to prepare this grant application; and for activities performed by the applicant's employees that are directly related to the project. These incurred costs or cost estimates should be placed under the applicable budget lines.

Line 1 – Project Planning Costs

The costs associated with project planning activities and preparation of required planning documents. Refer to Appendix A or B.

Line 2 – Design Engineering Costs

The costs associated with engineering design and preparation of design required documents. Bidding phase services, including construction staking, are not eligible for SAW grant assistance. Refer to Appendix A or B.

Line 3 – User Charge System Development Costs

The costs associated with developing or updating the applicant's system of rates and user charges to cover the costs of project construction, operation, and maintenance as part of a planning or design grant. The costs to develop, amend, and pass sewer use ordinances, and prepare or revise intermunicipal service agreements necessary for construction of the proposed project are also eligible for reimbursement. Refer to Appendix A or B.

Line 4 – Wastewater Asset Management Plan Costs

The costs associated with developing a wastewater asset management plan. Only those components addressing wastewater assets are eligible (e.g., costs associated with conducting an asset inventory of other utilities cannot be included). Refer to Appendix C.

Line 5 – Stormwater Asset Management Plan Costs

The costs associated with the development of a stormwater asset management plan. SAW grant assistance is available for the development of an asset management plan for both open and enclosed storm sewer systems. Open drainage systems that are deemed surface waters of the state are not eligible for assistance to develop a stormwater asset management plan. Refer to Appendix C.

Line 6 – Stormwater Management Plan Costs

The costs associated with the development of a stormwater management plan. SAW grant assistance is available for the development of plans intended to address water quality problems from MS4 permitted stormwater systems and unpermitted stormwater runoff and nonpoint sources of pollution. Refer to the Stormwater Management Plan guidance and Appendix D for information on eligible plans and planning activities.

Line 7 – Innovative Wastewater and Stormwater Technology Costs

The costs associated with testing and demonstrating the practical use of technology to address a water quality issue. The cost of the technology is not eligible for SAW grant assistance. Refer to Appendix E.

Line 8 – Disadvantaged Community Construction Cost

The construction costs associated with a project identified in an asset management plan. The costs cannot exceed \$500,000. This is only available to communities identified as “disadvantaged.” See Appendix F.

Line 10 – Required Local Match

SAW grant assistance is limited to \$2 million per community with a 10-percent local match for the first million and a 25-percent local match for the second million. Applicants who responded “Yes” to any of the questions under Section J of this application or whose community status is determined as disadvantaged by the DEQ are not required to provide a local match.

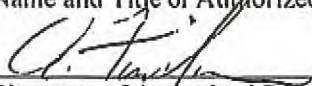
L. Covenants and Certifications

The applicant must abide by all of the covenants and certifications enumerated below:

1. The applicant has the legal, managerial, institutional, and financial capability to plan, design, and build the project, or cause the project to be built, and cause all facilities eventually constructed to be adequately operated.
2. The applicant certifies that no undisclosed fact or event, or pending litigation, will materially or adversely affect the project, the prospects for its completion, or the applicant's ability to make timely repayments of the grant if the project does not proceed.
3. The applicant agrees to provide the local match for grant-eligible costs and disburse match funds to service providers concurrent with grant disbursements.
4. The applicant agrees to maintain complete books and records relating to the grant and financial affairs of the project in accordance with generally accepted accounting principles (GAAP) and generally accepted government auditing standards (GAGAS).
5. The applicant agrees that all municipal contracts related to the project will provide that the prime contractor and any subcontractor may be subject to a financial audit and must comply with GAAP and GAGAS.
6. The applicant agrees to provide any necessary written authorizations to the DEQ and the Authority for the purpose of examining, reviewing, or auditing the financial records of the project. The applicant also agrees to require similar authorizations from all contractors, consultants, property owners, or agents with which the applicant negotiates an agreement.
7. The applicant agrees that all pertinent records shall be retained and available to the DEQ and the Authority for a minimum of three years and that if litigation, a claim, an appeal, or an audit is begun before the end of the three-year period, records shall be retained and available until the three years have passed or until the action is completed and resolved, whichever is longer.
8. The applicant agrees to ensure that planning and design activities of the project are conducted in compliance with the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended; its Administrative Rules; and all applicable state laws, executive orders, regulations, policies, and procedures.
9. The applicant acknowledges that acceptance of a wastewater asset management grant will subsequently affect future NPDES permits to include asset management language as applicable.

I certify that I am the authorized representative designated by the municipality, as defined by Section 324.5301(i) of Part 53 of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, that will receive the grant for this project and that the application information being submitted is complete and accurate to the best of my knowledge.

I further certify that City of Grosse Pointe Woods (legal name of applicant) agrees to and will abide by the covenants and certifications stipulated above.

Alfred Fincham, City Administrator
Name and Title of Authorized Representative (Please Print or Type)
 11-25-13
Signature of Authorized Representative (Original Signature Required) Date

Required Documents

The following documents must be submitted with this application. This grant application will be deemed incomplete if the required documents are not attached.

- (1) Authorizing Resolution. An adopted and certified copy of the attached standard resolution, including the SAW Grant Agreement boilerplate marked **SAMPLE**, must be attached.
- (2) Application Information. The proposed scope of work must be supported by the additional information required under Section E on page 3.
- (3) Cost Support Documentation. All requested costs must be supported with documentation consistent with the instructions on pages 5-7.
- (4) All of the required information listed in each of the applicable appendices must be provided.

Please return the application and the specified attachments to:

REVOLVING LOAN SECTION
OFFICE OF DRINKING WATER AND MUNICIPAL ASSISTANCE
MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY

MAILING ADDRESS
P.O. BOX 30241
LANSING MI 48909-7741

SURFACE DELIVERY ADDRESS
CONSTITUTION HALL, 4TH FLOOR SOUTH
525 W ALLEGANS ST
LANSING MI 48933

Grant Application Received By:	Can Expect A Grant Award In:*
July 1	October
October 1	January
January 1	April
April 1	July

*A hard copy of the grant application must be submitted to the DEQ. Grant application may be submitted at any time beginning December 2, 2013. Grant awards will be issued quarterly based upon the date an application is administratively complete, until available SAW funding has been exhausted.

THE FORM WILL NOT BE ACCEPTED IF IT HAS BEEN EDITED, ALTERED, RETYPED, OR CONVERTED TO ANY OTHER FORMAT.

**Please Use the Attached Resolution “As Is”
(Do Not Substitute Your Own Form)**

THE FORM WILL NOT BE ACCEPTED IF IT HAS BEEN EDITED, ALTERED, RETYPED, OR CONVERTED TO ANY OTHER FORMAT.

City of Grosse Pointe Woods
County of Wayne

Resolution Authorizing the SAW Grant Agreement

Minutes of the regular meeting of the City Council of the City of Grosse Pointe Woods County of Wayne, State of Michigan, (the "Municipality") held on November 11, 2013.

PRESENT: Members: Bryant, Granger, Ketels, Koester, McConaghy,
Novitke, Shetler

ABSENT: Members: None

Member Ketels offered and moved the adoption of the following resolution, seconded by Member Shetler.

WHEREAS, Part 52 (strategic water quality initiatives) of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended ("Part 52"), provides at MCL 324.5204e that the Michigan Finance Authority (the "MFA") in consultation with the Michigan Department of Environmental Quality (the "DEQ") shall establish a strategic water quality initiatives grant program; and

WHEREAS, in accordance with the provisions of 2012 PA 511, which provides grants to municipalities for sewage collection and treatment systems or storm water or nonpoint source pollution control; and

WHEREAS, in accordance with the provisions of 1985 PA 227, as amended, Part 52, and other applicable provisions of law, the MFA, the DEQ, and the Municipality that is a grant recipient shall enter into a grant agreement (the "SAW Grant Agreement") that requires the Municipality to repay the grant under certain conditions as set forth in MCL 324.5204e, as amended; and

WHEREAS, the Municipality does hereby determine it necessary to (select one or more)
☒ establish an asset management plan, ☐ establish a stormwater management plan, ☐ establish a plan for wastewater/stormwater, ☐ establish a design of wastewater/stormwater, ☐ pursue innovative technology, or ☐ initiate construction activities (up to \$500,000 for disadvantaged community).

WHEREAS, it is the determination of the Municipality that at this time, a grant in the aggregate principal amount not to exceed One Million Dollars (\$1,000,000) ("Grant") be requested from the MFA and the DEQ to pay for the above-mentioned undertaking(s); and

WHEREAS, the Municipality shall obtain this Grant by entering into the SAW Grant Agreement with the MFA and the DEQ.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. City Administrator (*title of the designee's position*), a position currently held by Alfred Fincham (*name of the designee*), is designated as the Authorized Representative for purposes of the SAW Grant Agreement.

2. The proposed form of the SAW Grant Agreement between the Municipality, the MFA and DEQ (attached Sample Grant Agreement) is hereby approved and the Authorized Representative is authorized and directed to execute the SAW Grant Agreement with such revisions as are permitted by law and agreed to by the Authorized Representative.

3. The Municipality shall repay the Grant, within 90 days of being informed to do so, with interest at a rate not to exceed 8 percent per year, to the Authority if the Municipality is unable to, or decides not to, proceed with constructing the project or implementing the asset management program for which the funding is provided within 3 years of the Grant award.

4. The Grant, if repayable, shall be a first budget obligation of the Municipality, and the Municipality is required, if necessary, to levy ad valorem taxes on all taxable property in the Municipality for the payment thereof, subject to applicable constitutional, statutory and Municipality tax rate limitations.

5. The Municipality shall not invest, reinvest or accumulate any moneys deemed to be Grant funds, nor shall it use Grant funds for the general local government administration activities or activities performed by municipal employees that are unrelated to the project.

6. The Authorized Representative is hereby jointly or severally authorized to take any actions necessary to comply with the requirements of the MFA and the DEQ in connection with the issuance of the Grant. The Authorized Representative is hereby jointly or severally authorized to execute and deliver such other contracts, certificates, documents, instruments, applications and other papers as may be required by the MFA or the DEQ or as may be otherwise necessary to effect the approval and delivery of the Grant.

7. The Municipality acknowledges that the SAW Grant Agreement is a contract between the Municipality, the MFA and the DEQ.

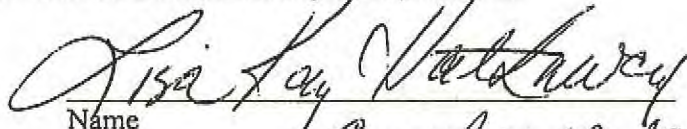
8. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution are rescinded.

YEAS: Members: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler

NAYS: Members: None

RESOLUTION DECLARED ADOPTED

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Grosse Pointe Woods, County of Wayne, said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.


Name _____
City _____ of Grosse Pointe Woods _____
State _____ of Michigan County of Wayne



Michigan Finance Authority

Stormwater, Asset Management, and Wastewater (SAW) GRANT AGREEMENT

This Grant Agreement ("Agreement") is made as of _____ 20____, among the Michigan Department of Environmental Quality, Office of Drinking Water and Municipal Assistance (the "DEQ"), the Michigan Finance Authority (the "Authority") (the DEQ and the Authority are, collectively, the "State") and the _____, County of _____ ("Grantee") in consideration for providing grant assistance to the Grantee.

The purpose of this Agreement is to provide funding for the project named below. The State is authorized to provide grant assistance pursuant to the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. Legislative appropriation of funds for grant disclosure is set forth in 2013 Public Act 59.

The Grantee shall be required to repay the grant made under this Agreement (the "Grant"), within 90 days of being informed by the State to do so, under certain conditions, as set forth in Section XVIII. Program Specific Requirements: SAW Grant.

Award of a Grant under this Agreement and completion of the activities identified in Exhibit A does not guarantee loan assistance from the State Revolving Fund, Strategic Water Quality Initiatives Fund, or Stormwater, Asset Management or Wastewater.

GRANTEE INFORMATION:

Name/Title of Authorized Representative

Address

Address

Telephone number

E-mail address

GRANT INFORMATION:

Project Name: _____
Project #: _____
Amount of Grant: \$ _____
Amount of Match \$ _____
Project Total \$ _____ (grant plus match)
Start Date: _____ End Date: _____

DEQ REPRESENTATIVE:

Name/Title

Address

Address

Telephone number

E-mail address

AUTHORITY REPRESENTATIVE:

Name/Title

Address

Address

Telephone number

E-mail address

THE FORM WILL NOT BE ACCEPTED IF IT HAS BEEN EDITED, ALTERED, RETYPED, OR CONVERTED TO ANY OTHER FORMAT.

The individuals signing below certify by their signatures that they are authorized to sign this Grant Agreement on behalf of their respective parties, and that the parties will fulfill the terms of this Agreement, including the attached Exhibit A, and use this Grant only as set forth in this Agreement.

GRANTEE

Signature of Grantee

Date

Name and title (typed or printed)

MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY

Its Authorized Officer

Date

MICHIGAN FINANCE AUTHORITY

Its Authorized Officer

Date

I. PROJECT SCOPE

This Agreement shall be in addition to any other contractual undertaking by the Grantee contained in the Resolution authorizing the Grant (the "Resolution").

This Agreement, including its exhibit(s), constitutes the entire agreement between the DEQ, the Authority, and the Grantee.

- (A) The scope of this Grant is limited to the activities specified in Exhibit A (the "Project"), and such activities as are authorized by the State under this Agreement. Any change in project scope requires prior written approval in accordance with Section III, Changes, in this Agreement.
- (B) By acceptance of this Agreement, the Grantee commits to complete the Project identified in Exhibit A within the time period allowed for in this Agreement and in accordance with the terms and conditions of this Agreement.

II. AGREEMENT PERIOD

This Agreement shall take effect on the date that it has been signed by all parties (the "Effective Date"). The Grantee shall complete the Project in accordance with all the terms and conditions specified in this Agreement no later than the End Date shown on page one. **Only costs incurred on or after January 2, 2013 and between the Start Date and the End Date shall be eligible for payment under this Grant.**

III. CHANGES

Any decreases in the amount of the Grantee's compensation, significant changes to the Project, or extension of the End Date, shall be requested by the Grantee in writing, and approved in writing by the State in advance. The State reserves the right to deny requests for changes to the Agreement including its Exhibit A. No changes can be implemented without approval by the State.

IV. GRANTEE PAYMENTS AND REPORTING REQUIREMENTS

The Grantee shall meet the reporting requirements specified in Section XVIII of this Agreement.

V. GRANTEE RESPONSIBILITIES

- (A) The Grantee agrees to abide by all local, state, and federal laws, rules, ordinances and regulations in the performance of this Grant.
- (B) All local, state, and federal permits, if required, are the responsibility of the Grantee. Award of this Grant is not a guarantee of permit approval by the state.
- (C) The Grantee shall be solely responsible to pay all taxes, if any, that arise from the Grantee's receipt of this Grant.
- (D) The Grantee is responsible for the professional quality, technical accuracy, timely completion, and coordination of all designs, drawings, specifications, reports, and other services furnished by its subcontractors under this Agreement. The State will consider the Grantee to be the sole point of contact concerning contractual matters, including payment resulting from this Grant. The Grantee or its subcontractor shall, without additional grant award, correct or revise any errors, omissions, or other deficiencies in designs, drawings, specifications, reports, or other services.
- (E) The DEQ's approval of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve the Grantee of responsibility for the technical adequacy of the work. The DEQ's review, approval, acceptance, or payment for any of the services shall not be construed as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.
- (F) The Grantee acknowledges that it is a crime to knowingly and willfully file false information with the State for the purpose of obtaining this Agreement or any payment under the Agreement, and that any such filing may subject the Grantee, its agents, and/or employees to criminal and civil prosecution and/or termination of the Grant.

VI. ASSIGNABILITY

The Grantee shall not assign this Agreement or assign or delegate any of its duties or obligations under this Agreement to any other party without the prior written consent of the State. The State does not assume responsibility regarding the contractual relationships between the Grantee and any subcontractor.

VII. NON-DISCRIMINATION

The Grantee shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 *et seq*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 *et seq*, and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The Grantee agrees to include in every subcontract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

VIII. UNFAIR LABOR PRACTICES

The Grantee shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 *et seq*.

IX. LIABILITY

(A) The Grantee, not the State, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this Agreement, if the liability is caused by the Grantee, any subcontractor, or anyone employed by the Grantee.

(B) All liability as a result of claims, demands, costs, or judgments arising out of activities to be carried out by the State in the performance of this Agreement is the responsibility of the State and not the responsibility of the Grantee if the liability is materially caused by any State employee or agent.

(C) In the event that liability arises as a result of activities conducted jointly by the Grantee and the State in fulfillment of their responsibilities under this Agreement, such liability is held by the Grantee and the State in relation to each party's responsibilities under these joint activities.

(D) Nothing in this Agreement should be construed as a waiver of any governmental immunity by the Grantee, the State, its agencies, or their employees as provided by statute or court decisions.

X. CONFLICT OF INTEREST

No government employee or member of the legislative, judicial, or executive branches or member of the Grantee's governing body, its employees, partner, agencies or their families shall have benefit financially from any part of this Agreement.

XI. AUDIT AND ACCESS TO RECORDS

See Section XVIII (C).

XII. INSURANCE

(A) The Grantee shall maintain insurance or self insurance that will protect it from claims that may arise from the Grantee's actions under this Agreement or from the actions of others for whom the Grantee may be held liable.

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- (B) The Grantee must comply with applicant workers' compensation laws while engaging in activities authorized under this Agreement.

XIII. OTHER SOURCES OF FUNDING

The Grantee guarantees that any claims for reimbursement made to the State under this Agreement shall not be financed by any source other than the State under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to delete from Grantee's billings or to immediately refund to the State, the total amount representing such duplication of funding.

XIV. COMPENSATION

- (A) A breakdown of Project costs covered under this Agreement is identified in Exhibit A. The State will pay the Grantee a total amount not to exceed the amount on page one of this Agreement, in accordance with Exhibit A, and only for expenses incurred. All other costs over and above the Grant amount, necessary to complete the Project, are the sole responsibility of the Grantee.
- (B) The Grantee is committed to the match amount on page one of this Agreement, in accordance with Exhibit A. The Grantee shall expend all local match committed to the Project by the End Date of this Agreement.
- (C) The State will approve payment requests after approval of reports and related documentation as required under this Agreement.
- (D) The State reserves the right to request additional information necessary to substantiate payment requests.

XV. CLOSEOUT

- (A) A determination of Project completion shall be made by the DEQ after the Grantee has met any match obligations and satisfactorily completed the activities and provided products and deliverables described in Exhibit A.
- (B) Upon issuance of final payment from the State, the Grantee releases the State of all claims against the State arising under this Agreement. Unless otherwise provided in this Agreement or by State law, final payment under this Agreement shall not constitute a waiver of the State's claims against the Grantee.
- (C) The Grantee shall immediately refund to the State any payments or funds in excess of the costs allowed by this Agreement.

XVI. CANCELLATION

This Agreement may be canceled by the State, upon 30 days written notice, due to Executive Order, budgetary reduction, or other lack of funding upon request by Grantee or upon mutual agreement by the State and Grantee. The State reserves the right to provide just and equitable compensation to the Grantee for all satisfactory work completed under this Agreement.

XVII. TERMINATION

(A) This Agreement may also be terminated by the State for any of the following reasons upon 30 days written notice to the Grantee:

(1) If the Grantee fails to comply with the terms and conditions of the Agreement or with the requirements of the authorizing legislation cited on page 1 or the rules promulgated thereunder, or with other applicable law or rules.

(2) If the Grantee knowingly and willfully presents false information to the State for the purpose of obtaining this Agreement or any payment under this Agreement.

(3) If the State finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.

(4) During the 30-day written notice period, the State shall also withhold payment for any findings under subparagraphs 1 through 3, above.

(5) If the Grantee or any subcontractor, manufacturer, or supplier of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.

(B) The State may immediately terminate this Agreement without further liability if the Grantee, or any agent of the Grantee, or any agent of any subagreement, is:

(1) Convicted of a criminal offense incident to the application for or performance of a state, public, or private contract or subcontract;

(2) Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;

(3) Convicted under state or federal antitrust statutes;

(4) Convicted of any other criminal offense which, in the sole discretion of the State, reflects on the Grantee's business integrity; or

(C) If a grant is terminated, the State reserves the right to require the Grantee to repay all or a portion of funds received under this Agreement.

XVIII. PROGRAM-SPECIFIC REQUIREMENTS: SAW REPAYABLE GRANT

(A) General Representations. The Grantee represents and warrants to, and agrees with, the Authority and DEQ, as of the date hereof as follows:

(1) Grant funds shall be expended only to cover costs for the development of an Asset Management Plan, Stormwater Management Plan, innovative wastewater or stormwater technology, construction costs for disadvantaged communities, or for planning, design and user charge development.

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(2) Grant funds used for administrative activities or activities performed by municipal employees shall be limited to work that is directly related to the Project and is conducted by employees of the Grantee.

(3) The Grantee has full legal right, power and authority to execute this Agreement, and to consummate all transactions contemplated by this Agreement, the Resolution, and any and all other agreements relating thereto. The Grantee has duly authorized and approved the execution and delivery of this Agreement, the performance by the Grantee of its obligations contained in this Agreement, and this Agreement is a valid, legally binding action of the Grantee, enforceable in accordance with the terms thereof except as enforceability may be limited by bankruptcy, insolvency, reorganization, moratorium and other similar laws affecting the rights of creditors generally, and by principles of equity if equitable remedies are sought.

(4) The Resolution has been duly adopted by the Grantee, acting through its executive(s) or governing body, is in full force and effect as of the date hereof, and is a valid, legally binding action of the Grantee, enforceable in accordance with the terms thereof except as enforceability may be limited by bankruptcy, insolvency, reorganization, moratorium and other similar laws affecting the rights of creditors generally, and by principles of equity if equitable remedies are sought.

(5) The execution and delivery of this Agreement by the Grantee, and the fulfillment of the terms and conditions of, and the carrying out of the transactions contemplated by the Resolution and this Agreement do not and will not conflict with or constitute on the part of the Grantee a breach of, or a default under any existing law (including, without limitation, the Michigan Constitution), any court or administrative regulation, decree or order or any agreement, indenture, mortgage, obligation, lease or other instrument to which the Grantee is subject or by which it is bound and which breach or default would materially affect the validity or binding effect of the Grant, or result in a default or lien on any assets of the Grantee. No event has occurred or is continuing which with the lapse of time or the giving of notice, or both, would constitute a default by the Grantee under the Resolution or this Agreement.

(6) No consent or approval of, or registration or declaration with, or permit from, any federal, state or other governmental body or instrumentality, is or was required in connection with enactment by the Grantee of the Resolution, or execution and delivery by the Grantee of this Agreement which has not already been obtained, nor is any further election or referendum of voters required in connection therewith which has not already been held and certified and all applicable referendum periods have expired.

(7) Proceeds of the Grant will be applied (i) to the financing of the Project or a portion thereof as set forth in the Resolution and Exhibit A or (ii) to reimburse the Grantee for a portion of the cost of the Project. The Grantee will expend the proceeds of each disbursement of the Grant for the governmental purpose for which the Grant was issued.

(8) The attached Exhibit A contains a summary of the estimated cost of the Project, which the Grantee certifies is a reasonable and accurate estimate.

(9) The Grantee reasonably expects (i) to fulfill all conditions set forth in this Agreement to receive and to keep the Grant, and (ii) that no event will occur as set forth in this Agreement which will require the Grantee to repay the Grant.

(B) Repayment of Grant. The Grantee shall repay the Grant, within 90 days of being informed to do so, with interest calculated from the date Grant funds are first drawn at a rate not to exceed 8% per year, to be determined by the Authority, to the Authority for deposit into the SWQIF.

"(a) A grant recipient (shall) proceed with a project for which grant funding is provided within 3 years after the department approves the grant (executed grant agreement). For asset management programs related to sewage collection and treatment systems, this includes significant progress, as determined by the department, toward achieving the funding structure necessary to implement the program.

(b) The grant recipient (shall) repay the grant, within 90 days of being informed to do so, with interest at a rate not to exceed 8 percent per year, to the Authority for deposit into the fund if the applicant is unable to, or decides not to, proceed with a construction project or begin implementation of an asset management program for which grant funding is provided."

SAW grant recipients for wastewater system asset management plans are required to make significant progress on the funding structure. Significant progress is defined as a 5-year plan to eliminated the gap with a minimum initial rate increase to close at least 10 percent of the funding gap. The first rate increase must be implemented within three years of the executed grant. The applicant will need to certify that all grant activities have been completed at the end of three years. Asset management plans for stormwater systems are to be implemented. Stormwater management grant recipients must develop a stormwater management plan. Innovative project grant recipients must proceed with full implementation or certify that the project is not financially or technically feasible.

(C) Covenants and Certifications.

(1) The Grantee has the legal, managerial, institutional, and financial capability to plan, design, and build the Project, or cause the Project to be built, and cause all facilities eventually constructed to be adequately operated.

(2) The Grantee certifies that no undisclosed fact or event, or pending litigation, will materially or adversely affect the Project, the prospects for its completion, or the Grantee's ability to make timely repayments of the grant if any of the two (2) conditions identified under Section XVIII(B) occur.

(3) The Grantee agrees to provide the minimum appropriate local match for grant-eligible costs and disburse match funds to service providers concurrent with grant disbursements.

(4) The Grantee agrees to maintain complete books and records relating to the grant and financial affairs of the Project in accordance with generally accepted accounting principles ("GAAP") and generally accepted government auditing standards ("GAGAS").

(5) The Grantee agrees that all municipal contracts related to the Project will provide that the contractor and any subcontractor may be subject to a financial audit and must comply with GAAP and GAGAS.

(6) The Grantee agrees to provide any necessary written authorizations to the DEQ and the Authority for the purpose of examining, reviewing, or auditing the financial records of the Project. The applicant also agrees to require similar authorizations from all contractors, consultants, property owners or agents with which the applicant negotiates an agreement.

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(7) The Grantee agrees that all pertinent records shall be retained and available to the DEQ and the Authority for a minimum of three years after satisfactory completion of the Project and final payment. If litigation, a claim, an appeal, or an audit is begun before the end of the three-year period, records shall be retained and available until the three years have passed or until the action is completed and resolved, whichever is longer.

(8) The Grantee agrees to ensure that planning and design activities of the Project are conducted in compliance with the requirements of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, its Administrative Rules; and all applicable state and federal laws, executive orders, regulations, policies, and procedures.

(9) The Grantee agrees that the Project shall proceed in a timely fashion and will exercise its best efforts to satisfy the program requirements as identified under Section XVIII(B) within three years of award of the SAW Grant from the Strategic Water Quality Initiatives Fund in accordance with Section 5204(e) of the Natural Resources and Environmental Protection Act 1994, PA 451, as amended.

(10) The Grantee acknowledges that acceptance of a wastewater asset management grant will subsequently affect future NPDES permits to include asset management language as applicable.

(D) Grantee Reimbursements and Deliverables

The Grantee may request grant disbursements no more frequently than monthly, using the Disbursement Request Form provided by the DEQ. Upon receipt of a disbursement request, the DEQ will notify the Authority, which will in turn disburse grant funds equal to 75 percent, 90 percent, or 100 percent of eligible costs, whichever percentage is applicable, that have been adequately documented. The forms provided by the State will include instructions on their use and shall be submitted to the DEQ representative at the address on page 1. All required supporting documentation (invoices) for expenses must be included with the disbursement request form. The Grantee is responsible for the final submittal of all documents prepared under this Grant and included in the Project Scope identified in Exhibit A.

(E) Miscellaneous Provisions.

(1) Applicable Law and Nonassignability. This Agreement shall be governed by the laws of the State of Michigan.

(2) Severability. If any clause, provision or section of this Agreement be ruled invalid or unenforceable by any court of competent jurisdiction, the invalidity or unenforceability of such clause, provision or section shall not affect any of the remaining clauses, provisions or sections.

(3) Execution of Counterparts. This Agreement may be executed in several counterparts each of which shall be regarded as an original and all of which shall constitute one and the same document.

XIX. USE OF MATERIAL

Unless otherwise specified in this Agreement, the Grantee may release information or material developed under this Agreement, provided it is acknowledged that the DEQ funded all or a portion of its development.

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XX. SUBCONTRACTS

The State reserves the right to deny the use of any consultant, contractor, associate or other personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Agreement. Further, the State will consider the Grantee to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated Grant. All subcontractors used by the Grantee in performing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required.

XXI. ANTI-LOBBYING

If all or a portion of this Agreement is funded with state funds, then the Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "Lobbying" means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action." The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of litigation against the State. Further, the Grantee shall require that language of this assurance be included in the award documents of all subawards at all tiers.

XXII. IRAN SANCTIONS ACT

By signing this Agreement, the Grantee is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses as outlined in Michigan Compiled Law 129.312

XXIII. DEBARMENT AND SUSPENSION

By signing this Agreement, the Grantee certifies to the best of its knowledge and belief that it, its agents, and its subcontractors:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.
- (2) Have not within a 3-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction as defined in 45 CFR 1185; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
- (4) Have not within a 3-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- (5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

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SAW Grant Program

Project No. _____

Exhibit A

Grantee: _____

Project Name: _____

DEQ Approved Grant Amount: \$ _____; _____

Dollars

Time Period for Eligible Costs: Start Date _____ (month/year)

End Date _____ (month/year)

Description of Approved Project Scope:

DEQ Approved Project Costs	
1. Project Planning Costs	
2. Design Engineering Costs	
3. User Charge Development Costs	
4. Wastewater Asset Management Plan Costs	
5. Stormwater Asset Management Plan Costs	
6. Stormwater Management Plan Costs	
7. Innovative Wastewater and Stormwater Technology Costs	
8. Disadvantaged Community Construction Cost	
9. Cost Subtotal	
10. LESS Local Match	
11. Requested SAW Grant Amount (Line 9 minus Line 10)	

The following services have been determined to be ineligible for SAW Grant assistance, for the reasons listed, and have been excluded from the approved project costs shown above:

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APPENDIX A

Wastewater Planning and Design Activities

Note: User Charge Development Costs can be included in either a planning or design grant.

Planning Grant Requirements

Applicants intending to fund projects through USDA Rural Development are required to develop a Preliminary Engineering Report and an Environmental Report per Rural Development guidelines.

Applicants intending to fund projects through a SAW loan or other funding source are required to develop a project proposal in accordance with the guidance below.

Applicants intending to fund projects through an SRF or SWQIF loan are required to develop a project plan in accordance with the Project Plan Preparation Guidance (http://www.michigan.gov/documents/deq/deq-ess-mfs-formsguidance-SRFppsguide_249032_7.dot).

Design Grant Requirements

All applicants are required to develop and submit plans and specifications suitable for bidding.

Applicants intending to fund projects through USDA Rural Development are required to submit a Preliminary Engineering Report and an Environmental Report per Rural Development guidelines.

Applicants intending to fund projects through a SAW loan or other funding source are required to submit an approvable project proposal in accordance with the guidance below. If seeking a SAW loan, the project proposal should reference an asset management plan.

Applicants intending to fund projects through an SRF or SWQIF loan are required to submit an approvable Project Plan.

Project Proposal

Below are the minimum requirements for a project proposal.

1. Study Area Identification and Description

- a. Cover the geographic area served by or affected by the proposed project. For example, for a nonpoint source (NPS) project that is replacing an asphalt mall parking lot with porous pavers, the study area should encompass, at least, the parking lot, mall, and properties that abut the parking lot.
- b. Population Data – include if relevant (e.g., needed when discussing asset management associated with future needs that would be based on population projections).
- c. Environmental Setting – include description of environmental features relevant to project's geographical area and project construction activities. Include a map.
 - If present, identify wetlands, floodplains, natural/wild scenic rivers surface waters, parks, agriculture land, and endangered/threatened species. A Michigan Natural Features Inventory review should be conducted unless the applicant can show that construction is limited to a developed area.
- d. Do NOT include land use and economic characteristics, unless relevant to the project.

2. Existing Facilities

Should be described to the extent that existing facilities are included in the project or will be affected by the project.

3. Project Need

Describe in detail the need for the project, as well as any relevant permit compliance issues and water quality problems. Facility or project needs should be evaluated for a time period equal to the service life of the proposed project (i.e., the proposal should evaluate needs for a timeframe long enough so that the proposed project doesn't become ineffective after only a few years or before the loan has been paid).

4. Description of Project Options Considered

Provide a description of the options considered to address the proposed project including a brief description of the costs and potential environmental impacts.

5. Proposed Project

Provide a detailed description of the proposed project including cost estimates and a construction schedule, as well as maps and/or diagrams.

6. Evaluation of Environmental Impacts

Discuss impacts from project construction and operation. Include a description of measures to mitigate impacts and the beneficial impacts.

GUIDANCE FOR APPENDIX A

Grant Eligible

Planning

- Costs associated with the development of a SAW loan project proposal, SRF/SWQIF project plan, or other similar planning documents.
- Equipment and services for the purchase, installation, and operation of flow meters necessary for an infiltration and inflow (I/I) analysis.
- Costs to prepare an eligible SAW grant application, including force account work.
- Force account costs. The maximum rate for fringe benefits of force account costs is 40 percent of salary.

Design

- Force account costs. The maximum rate for fringe benefits of force account costs is 40 percent of salary.
- Costs of preparing a basis of design, value engineering services, and preparation of plans and specifications. Any design-related service required to obtain the construction permit. This includes easement-related services for property surveys and easement descriptions.

User Charge System Development Costs

- The costs associated with developing or updating the applicant's system of rates and user charges to cover the costs of project construction, operation, and maintenance.
- The costs to develop, amend, and pass sewer use ordinances, and prepare or revise intermunicipal service agreements, or rate methodologies that are necessary for construction of the proposed project.

Grant Ineligible

Planning and Design

- Purchase price and associated costs to acquire land/easements such as appraisals, title searches, easement agreement preparation, legal notices, and closing costs.
- Bidding phase services, including construction staking.

APPENDIX B
Planning and/or Design of Stormwater
and/or Nonpoint Source of Water Pollution

Required Information

SAW grant assistance for stormwater and/or NPS projects must address a water quality problem. If the project is identified in one of the following documents, please submit the document with the application unless it has already been submitted to the DEQ for review and approval. (If the document has been submitted to the DEQ for review, please provide the name of the DEQ staff member in receipt of the document.)

- An approved 319/CMI NPS watershed plan
- A Municipal Separate Storm Sewer System (MS4) permit (if the proposed project is required under the permit, then attach an explanation to this application)
- An approved Total Maximum Daily Load (attach an explanation to this application)
- A SAW stormwater management plan

Planning Grant Requirements

Applicants intending to fund projects through USDA Rural Development are required to develop a Preliminary Engineering Report and an Environmental Report per Rural Development guidelines.

Applicants intending to fund projects through a SAW loan or other funding source are required to develop a project proposal in accordance to the guidance in Appendix A.

Applicants intending to fund projects through an SRF or SWQIF loan are required to develop a project plan in accordance with the Project Plan Preparation Guidance (http://www.michigan.gov/documents/deq/deq-ess-mfs-formsguidance-SRFppsguide_249032_7.dot).

Design Grant Requirements

All applicants are required to develop and submit plans and specifications suitable for bidding.

Applicants intending to fund projects through USDA Rural Development are required to submit a Preliminary Engineering Report and an Environmental Report per Rural Development guidelines.

Applicants intending to fund projects through a SAW loan or other funding source are required to submit an approvable project proposal in accordance with the guidance in Appendix A.

Applicants intending to fund projects through an SRF or SWQIF loan are required to submit an approvable project plan.

GUIDANCE FOR APPENDIX B

Grant Eligible

Planning

- Costs associated with the development of a SAW loan project proposal, SRF/SWQIF project plan, or other similar planning documents.
- Equipment and services for the purchase, installation, and operation of flow meters for a hydrological study of a storm sewer system or a watershed.
- Costs to prepare an eligible SAW grant application, including force account work.
- Force account costs. The maximum rate for fringe benefits of force account costs is 40 percent of salary.

Design

- Force account costs. The maximum rate for fringe benefits of force account costs is 40 percent of salary.
- Costs of preparing a basis of design, design and preparation for construction permit(s), value engineering services, and preparation of plans and specifications. This includes easement-related services for property surveys and easement descriptions.

User Charge System Development Costs

- The costs associated with developing or updating the applicant's system of rates and user charges to cover the costs of project construction, operation, and maintenance.
- The costs to develop, amend, and pass sewer use ordinances, and prepare or revise intermunicipal service agreements, or rate methodologies that are necessary for construction of the proposed project.

Grant Ineligible

Planning and Design

- Post-construction monitoring of stormwater best management practices (BMP) performance to determine effectiveness.
- Purchase price and associated costs to acquire land/easements such as appraisals, title searches, easement agreement preparation, legal notices, and closing costs.
- Bidding phase services, including construction staking.

APPENDIX C
Asset Management Plan for Stormwater and Wastewater

A. Proposed Scope of Work

Applicants can seek AMP grant assistance to cover the costs of the asset management plan development and implementation for wastewater and stormwater systems. This includes a complete inventory of all existing system assets. If the condition of the asset is not known, a reasonable assumption is acceptable. Cleaning and televising of the entire system is not expected.

If the wastewater AMP identifies a gap in the current revenue needs to meet expenses, then significant progress must be made toward achieving the funding structure necessary to operate the system. If no gap is identified, the applicant has fulfilled the significant progress requirement. Significant progress is defined as a 5-year plan to eliminate the gap with a minimum initial rate increase to close at least 10 percent of the funding gap. The first rate increase must be implemented within three years of the executed grant. The applicant will need to certify that all grant activities have been completed at the end of three years and submit a copy of the 5-year plan with the certification.

The stormwater AMP must be implemented within three years of the executed grant. The applicant is required to submit the Stormwater AMP Certification of Project Completeness within three years of the executed grant.

Describe the specific activities you will fund with the AMP grant assistance. Attach additional pages as necessary:

(See Additional Pages Attached at the back of this Application)

B. Describe your current asset management plan as applicable:

(See Additional Pages Attached at the back of this Application)

Provide the percentage of tasks completed and describe each asset management component of your current asset management plan

- | | |
|---|--|
| 1. Asset Inventory and Condition Assessment | <i>Inventory – 90%; Condition Assessment – 65%</i> |
| 2. Level of Service | <i>0%</i> |
| 3. Criticality of Assets | <i>0%</i> |
| 4. Operation and Maintenance (O&M) Strategies/Revenue Structure | <i>0%/0%</i> |
| 5. Long-term Funding/Capital Improvement Planning | <i>0%/0%</i> |

C. Revenue Structure (for wastewater only)

Attach a copy of the current rates. It is expected that the applicant will submit an updated copy of the rate methodology within 2 ½ years of the executed grant to the DEQ.

If the applicant currently does not have a rate methodology, the asset management plan must include the development of a funding structure and rate methodology that provides sufficient resources to implement the asset management plan.

Is the applicant part of a regional facility? ☒ YES ☐ NO

D. Cross-Sectoring

Section 2504 e (2)(i) states that "The municipality shall coordinate, as feasible, with other infrastructure activities in the same geographic area." Asset management encourages cross-sector utilization (for water utility, roads, gas, phones, etc.); however grant assistance may only be requested for those costs directly related to the requested asset management grant.

If cross-sectoring occurs, describe how SAW costs will be tracked.

**** (See Additional Pages Attached at the back of this Application) ****

E. Project Cost Worksheet

Carefully read the guidance below before completing the Project Cost Worksheet.

Item	Incurred Costs	Force Account Costs	Estimated Costs	Supporting Documents		Total
Inventory			\$ 33,900	Y	N	\$ 33,900
Condition assessment (excluding televising)			\$ 285,600	Y	N	\$ 285,600
Metering/modeling				Y	N	
AM/GIS Software*				Y	N	
AM/GIS Training*				Y	N	
AM/GIS Hardware*				Y	N	
Cleaning & Televising Contracted costs Equip. rental costs Labor costs			\$ 743,400	Y	N	\$ 743,400
Level of Service Service agreement development Public meeting cost Ordinance cost			\$ 25,000	Y	N	\$ 25,000
Training/certification For PACP For MACP				Y	N	
Rate Structure Development costs			\$ 7,500	Y	N	\$ 7,500
Other			\$ 8,000	Y	N	\$ 8,000

*Indicates items included in the cost limitations for software, hardware, and training as described in the Guidance below.

F. National Pollutant Discharge Elimination System (NPDES) Permits for Municipal Wastewater Systems Only (Not Stormwater)

Do you currently hold a NPDES permit to cover discharges from your wastewater system?

☐ YES ☒ NO

If Yes, what is the permit number? _____

If you have a NPDES permit, does it currently contain an asset management requirement?

☐ YES ☐ NO

Note: For all NPDES permit holders, the applicant acknowledges that acceptance of a SAW wastewater asset management grant will result in an asset management condition in the next reissued NPDES permit. The asset management plan developed must meet NPDES permit requirements. The NPDES permit language can be found at: www.michigan.gov/cleanwaterrevolvingfund (select Forms and Guidance).

GUIDANCE FOR APPENDIX C

Grant Eligible

- AMP/Geographic Information System (GIS) mapping software/hardware/training. Total limits are as follows:

Service Area Population	Dollar Limit
Less than or equal to 5,000	\$60,000
5,001 to less than or equal to 20,000	\$85,000
20,001 to less than or equal to 50,000	\$110,000
Greater than 50,000	\$160,000

Note: Attach justification when assistance is sought for an applicant with an existing GIS system or for when an exception is being made to the above dollar limits.

- Asset condition assessment (manhole inventory, cleaning and televising)
 - All televising and documentation must be completed in accordance with National Association of Sewer Service Companies (NASSCO) Pipeline Assessment and Certification Program/Manhole Assessment Certification Program (PACP/MACP) requirements and by PACP/MACP certified personnel.
 - *Equipment rental costs for force account work of cleaning and televising equipment owned by the applicant will be reimbursed at rates no greater than those provided in an informal quote on a per foot basis.*
 - A justification is needed to clean and televise sewers installed or relined within the last 20 years. The limit is to encourage communities to focus on sewers installed or relined prior to 1993.
- Force account costs associated with the direct implementation of the AMP/GIS software and hardware. The maximum rate for fringe costs is 40 percent of salary.

- The technical, legal, and financial costs to develop a funding structure and implementation schedule necessary to implement an AMP, or portion thereof. These tasks include those costs associated with the preparation or amendment of sewer use and rate ordinances, stormwater

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management ordinances, policies and design standards, preparation or revision of inter-municipal service agreements, and submittal of the proposed budgets and rate methodologies.

- Any specific tasks named as a condition of an NPDES permit not identified elsewhere in this guidance, such as mapping without GIS, a fixed asset inventory, a business risk evaluation, an annual report of operation, maintenance, and replacement (OM&R)/AMP activities, etc.
- Aerial data collection at the 12-inch resolution when it is purchased from the county or obtained from the state (for GIS purposes only).
- The development of a stormwater funding structure is not required; however, an analysis of costs to maintain the system and to support the asset management program must be included.
- Stormwater utility development costs.
- Level of service may include service agreement development, public meeting costs, and ordinance costs.

Grant Ineligible

- Annual license renewals to an existing GIS system.
- Legal fees to defend the rate structure if challenged.

APPENDIX D

Stormwater Management Plan

The SAW grant program is available to applicants who wish to acquire funding for the development of Stormwater Management Plans. Under the SAW program, a Stormwater Management Plan is broadly defined to include those documents listed in the below checklist. Applicants are encouraged to review the webpages associated with each document to determine which Stormwater Management Plan best fits their planning needs for the treatment of stormwater. Applicants should also review the Stormwater Management Plan guidance document.

For those applicants applying for a SAW grant for the development of a Stormwater Management Plan, indicate below which type of document will be generated using grant funding. Include a description and a map of the planning area, as well as a description of water quality problems that will be addressed with the Stormwater Management Plan.

- ☐ Municipal Separate Storm Sewer System (MS4) Stormwater Management Program (see www.mi.gov/deqstormwater). An MS4 Stormwater Management Program addresses the effects of urbanization on the water quality of surface waters of the state. Please choose one of the following:
- ☐ Applicant currently has National Pollutant Discharge Elimination System (NPDES) MS4 permit coverage
 - ☐ Applicant will be a new NPDES MS4 permittee

Applicants applying for a SAW grant for one of the following Stormwater Management Plans, shall also include as part of the application the percentage of land uses in the planning area.

- ☐ NPS Watershed Management Plan (See the “Developing an Approved Watershed Management Plan” www.mi.gov/nps). The description of water quality problems must include the following:
- A description of the watershed and watershed boundary and the hydrologic unit code.
 - A description of the current water quality conditions, and the needs/problems to be addressed with the proposed project. List or discuss all 303(d) listed water bodies and include the Assessment Unit ID (See the [2012 Integrated Report](#), Appendix B).
 - A list of the pollutants the NPS Watershed Management Plan will target. The list shall include pollutants listed in the [2012 Integrated Report](#) for Michigan (See Appendix B of the report) as causing designated use impairments in the watershed where NPS pollution is a contributor to the water quality impairment. The list should also include pollutants important at the local level and the rationale for the listing.
- ☐ SAW Stormwater Management Plan

Stormwater Management Plan

The SAW grant program is available to applicants who wish to acquire funding for the development of Stormwater Management Plans and the design of projects contained or described within a Stormwater Management Plan. Under the SAW program, a Stormwater Management Plan is broadly defined to include:

- Municipal Separate Storm Sewer System (MS4) Stormwater Management Plan (See the MS4 at www.mi.gov/deqstormwater)
- NPS Watershed Management Plan (See the “Developing an Approved Watershed Management Plan” at www.mi.gov/nps)
- SAW Stormwater Management Plan (See the SAW Stormwater Management Plan on page 22)

Development of a Stormwater Management Plan

MS4 Stormwater Management Plan

Permittees required to develop an MS4 Stormwater Management Plan (SWMP) are municipal agencies, such as cities, townships, villages, county agencies, and school districts located in a census defined urbanized area with a discharge of stormwater to surface waters of the state. The existing NPDES MS4 individual permit application is structured such that by completing the application, an MS4 SWMP is produced. The best management practices (BMP) included in the MS4 SWMP shall be designed to reduce the discharge of pollutants from the MS4 to the maximum extent practicable.

For those applicants who are developing a new MS4 SWMP, the development of the entire MS4 SWMP is eligible for SAW grant funding. An applicant who already has an approved MS4 SWMP or Stormwater Pollution Prevention Initiative (SWPPI) in place can receive funding to update the SWMP/SWPPI. An approved MS4 SWMP includes the following minimum requirements:

1. BMPs to be implemented to meet the following six minimum control measures (a– f) and applicable water quality requirements (g)
 - a. Public Participation/Involvement Program
 - b. Public Education Program
 - c. Illicit Discharge Elimination Program
 - d. Construction Stormwater Runoff Control Program
 - e. Post-Construction Stormwater Runoff Program
 - f. Pollution Prevention and Good Housekeeping Program
 - g. Total Maximum Daily Loads (TMDL) Implementation Plan (This water quality requirement applies to a regulated MS4 that discharges stormwater to impaired waters with an approved TMDL that includes a pollutant load allocation assigned to the regulated MS4.)
2. A measurable goal for each BMP. Each measurable goal shall have a measure of assessment to determine progress towards achieving the measurable goal.
3. The following Phase I MS4 Permittees shall include as part of the SWMP an Industrial Facility Program: [cities of] Ann Arbor, Flint, Grand Rapids, Sterling Heights, and Warren.

The NPDES MS4 individual permit application allows an applicant the option of submitting a collaborative approach for four of the six minimum control measures and the water quality requirements as part of the SWMP. Collaborative efforts may include several MS4 permittees collaborating to meet all or parts of a minimum control measure or water quality requirement.

The MS4 SWMP is considered approved when an individual NPDES permit is issued to the MS4 permittee with the requirement to implement and enforce the approved MS4 SWMP. The MS4 permittee is required to document progress made implementing the MS4 SWMP as part of the Progress Report requirements in the MS4 NPDES permit.

For MS4 permittees with an approved SWMP or SWPPI, the following are examples of updates that may be eligible if the activity is significantly revised or goes beyond what is currently included in the approved SWMP/SWPPI:

- Public Education Program: Developing and implementing a survey to assess changes in public behavior.
- Illicit Discharge Elimination Program:
 - Developing a storm sewer system map to include the location of all outfalls and points of discharge.
 - Prioritizing dry-weather screening of outfalls and points of discharge by identifying areas of high illicit discharge potential. This prioritization could be completed as a collaborative effort with several MS4 permittees.
- Post-Construction Stormwater Runoff
 - Updating post-construction stormwater runoff performance standards. More specifically, updating an ordinance or regulatory mechanism to include the water quality treatment and channel protection performance standards in the current NPDES MS4 individual permit application.
 - Developing a tracking system for ensuring the long-term maintenance of post-construction BMPs. For example, a system to track the performance of the BMPs implemented to meet the performance standards and included in a maintenance agreement.
- Pollution Prevention and Good Housekeeping Program
 - Developing a site-specific standard operating procedure identifying the structural and non-structural stormwater controls implemented or to be implemented and maintained to prevent or reduce pollutant runoff at facilities owned/operated by the applicant with a high potential for pollutant runoff.
 - Developing a procedure for assessing catch basins for routine inspection, maintenance, and cleaning based on preventing or reducing pollutant runoff.
- TMDL Implementation Plan – Developing a TMDL monitoring plan for assessing the effectiveness of BMPs currently being implemented or to be implemented in making progress toward achieving the TMDL pollutant load reduction requirement.

Nonpoint Source Watershed Management Plan

Applicants eligible to develop a NPS Watershed Management Plan include cities, villages, counties, townships or other public bodies established under state law (watershed alliances, conservation districts, and regional planning agencies for example). Watershed Management Plans under this category must be approvable as defined in the administrative rules for the CMI NPS Pollution Control Grants and/or include the “nine minimum elements of watershed planning” required by the United States Environmental Protection Agency. To maximize potential future funding, plans should meet both state and federal criteria. NPS Watershed Management Plans must be developed for a hydrologically-based area and must include a list of targeted pollutants. Targeted pollutants must include those listed in Michigan’s 2012 Integrated Report as causing designated use impairments in the watershed. The list should also include pollutants important at the local level as well as the rationale for their listing.

For an applicant who is developing a new NPS Watershed Management Plan, the development of the entire plan is eligible for SAW grant funding. Justifiable updates to a previously approved NPS

THE FORM WILL NOT BE ACCEPTED IF IT HAS BEEN EDITED, ALTERED, RETYPED, OR CONVERTED TO ANY OTHER FORMAT.

Watershed Management Plan are also eligible. Justifiable updates to a plan include, but are not limited to: updates to meet additional criteria; reevaluation of environmental conditions and next steps; etc.

Complete watershed management plans (along with completed checklists) can be submitted to the appropriate district office or the NPS Unit in Lansing. Watershed plan reviews require a minimum of 90 days and approval typically requires two or more reviews.

Applicants developing a NPS Watershed Management Plan for: (1) watersheds with flooding, flashy flows, or other hydrology issues; (2) or recommended stream bank stabilization, channel realignment, changes to channel geometry; (3) or changes impacting flow or sediment transport, must refer to the NPS Hydrologic and Geomorphic Guidance. Applicants must also consider a wetlands component, as described in the Guidance for Wetland Related Elements, when developing a NPS Watershed Management Plan.

SAW Stormwater Management Plan

An applicant that wants to develop a SWMP other than an MS4 or NPS SWMP may receive grant funding to develop a SWMP as long as it contains the following minimum components:

1. A description and map of the jurisdictional boundaries and the area to be covered by the plan (typically a sewershed and/or drainage district). The planning area should be hydrologically based and include the entire collection and conveyance system (open and closed) as well as the contributing area.
2. A description of the major components of the stormwater system and/or country drainage district, including sewershed and watershed boundary and internal sub-boundaries, surface water hydrology, mapping of stormwater conveyance (pipes and channels), existing storage, regulatory or other mapped floodplains, flood control facilities and treatment components.
3. A description of publically owned BMPs and private BMPs that significantly affects the stormwater system.
4. A description of all stormwater sources and all known stormwater related water quality problems within the planning area (for example, surface flooding, hydraulic restriction, erosion, water quality, etc.).
5. Include recommendations and an analysis of projects to correct stormwater and known stormwater related water quality problems.
 - a. This includes project identification, preliminary sizing and description of proposed activities. Proposed activities could consist of capital improvements (i.e. culvert replacement, channel modification, structural BMPs, etc.) or changes to inspection or maintenance activities (i.e. stream bank assessments, detention basin inspections, floodplain or floodway encroachment surveys, etc.).
 - b. Provide estimated operation, maintenance and capital costs for all recommendations
6. Include a timeline for implementation of the plan. The extent of the timeline is at the applicant's discretion (i.e., 5-year, 10-year, etc.).

It is strongly suggested that the following components also be included in the SWMP:

1. A general maintenance plan
2. The desired level of service should be determined through a public involvement process
3. A public education program or activities
4. A general description of land use percentages

GUIDANCE FOR APPENDIX D

Grant Eligible

- A Stormwater Management Plan (SWMP) must address water quality issues caused by surface runoff of stormwater. There must be a stormwater related water quality problem, not just a stormwater quantity issue.
- Pre-project (planning and design) assessment of Best Management Practices (BMPs) to determine the most effective solution.
- Legal and/or force account costs associated with the creation or amendment of stormwater ordinances, policies, and design standards.
- Flow monitoring for a hydrologic analysis of a stormwater conveyance system or surface water system.
- Water quality sampling to determine current water quality conditions.
- Development of a public education and involvement program or activities for stormwater issues.
- Development of a maintenance plan for stormwater practices.
- AMP/GIS mapping software/hardware/training. Total limits are as follows:

Service Area Population	Dollar Limit
Less than or equal to 5,000	\$60,000
5,001 to less than or equal to 20,000	\$85,000
20,001 to less than or equal to 50,000	\$110,000
Greater than 50,000	\$160,000

Note: Attach justification when assistance is sought for an applicant with an existing GIS system or for when an exception is being made to the above dollar limits.

Grant Ineligible

- Costs related to implementation of a MS4 SWMP program
- The purchase price to acquire land/easements
- Post-construction monitoring of stormwater management BMP performance to determine effectiveness.
- Planning and design activities related to the evaluation of groundwater impacted by stormwater infiltration.

APPENDIX E

SAW Innovative Wastewater and Stormwater Technology

Project costs related to the testing and demonstration of innovative wastewater and stormwater technologies are eligible for grant funding. Within three years of the executed grant, the applicant must determine if the project is technically and financially feasible to implement and submit a SAW Innovative Technology Certification of Project Completeness. If the testing and demonstration results of the innovative technology prove to be technically and financially feasible, the applicant must agree to construct the project. Complete the following to aid in determining grant eligibility.

- A. The technology must meet one or more of the following categories to be considered innovative:
- ☐ The technology has not been previously used in Michigan or the region, if influenced by climate
 - ☐ The technology has not been previously used in the United States, if independent of climate influences
 - ☐ The technology is an application of an existing technology applied to a different media (e.g. a water supply treatment technology applied to the wastewater field)
 - ☐ The technology is an application of an existing technology applied to a different pollutant (e.g. previously used to address pollutant 'X', proposed to address pollutant 'Y')

Provide a detailed explanation of how the innovative technology meets one or more of the categories above (attach additional pages, if necessary):

- B. Eligible projects must focus on a specific existing water quality issue that needs to be addressed. Provide a detailed explanation of how the proposed testing and demonstration of an innovative technology meets this requirement (attach additional pages, if necessary):

- C. For eligible technologies identified in A above, attach a detailed pilot study work plan. The work plan should be developed based on the associated guidance included with this application.

GUIDANCE FOR APPENDIX E

Grant Eligible

- Pilot studies demonstrating the effectiveness of wastewater and/or stormwater technologies which do not result in any permanent construction that becomes a tangible asset.
- If testing and demonstration is successful, and reasonable in cost, the applicant must certify a project using the innovative technology will be constructed. If the testing and demonstration is not successful, there is no commitment to proceed with construction.

Grant Ineligible

- Permanent construction of the pilot technology

Application Guidance

The SAW program allows for grants to fund project costs related to the testing and demonstration of innovative wastewater and storm water technologies. Innovative technologies must meet one or more of the four listed criteria:

1. Those technologies influenced by climate and have not been previously used in Michigan or the region may be eligible. For instance, if a technology that is heavily temperature dependent and has been used in warmer climates but not yet in colder climates is proposed for testing and demonstration, it may be eligible for grant funding.
2. Other potentially eligible projects include those that have not been previously used in the United States,
3. An application of an existing technology applied to a different media, or
4. A technology that is applied to address a different type of pollutant than previously used for.

Eligible projects are expected to focus on a specific and existing water quality issue that needs to be addressed. For example, this may include a technology that provides better and/or more efficient treatment performance. The existing water quality issue should be documented with water quality data or other relevant information (this may include the DEQ Water Resources Division's Integrated Report, approved Total Maximum Daily Loads (TMDL) or watershed management plans, local health department records, compliance or enforcement documents, etc.). The explanation should clearly tie together how the innovative technology will address the existing water quality issue which has been identified.

A pilot study work plan is required to be submitted with the application. The pilot study should provide sufficient evaluation of the applicability, operational reliability and effectiveness of the innovative technology. This should be demonstrated with a prototype unit or process of sufficient size and designed to operate at its design load conditions.

To determine that such new processes and equipment or applications have a reasonable and substantial chance of success, the following should be considered when developing a pilot study plan:

- Evaluation and discussion of any related, existing performance data and manufacturer's information.
- A plan for monitoring observations, including test results and evaluations, demonstrating the efficiency and effectiveness of such processes or equipment.
- Detailed description of the test methods and their appropriateness.
- Testing, including appropriate sampling, under various ranges of strength and flow rates (including diurnal and/or seasonal variations) and temperatures over a sufficient length of time to demonstrate performance under climatic and other conditions which may be encountered in the area of the proposed installations.
- Other appropriate information.
- Coordination and approval by DEQ district engineers if there are temporary changes in the operation of a permitted facility or permitted discharge during pilot testing.

It is strongly recommended that applicants team with academic institutions to aid in development and completion of a pilot study.

APPENDIX F
Disadvantaged Community Status Determination Worksheet

In order to determine the disadvantaged status of a community, the Revolving Loan Section will first look to see if:

- 1) More than 50 percent of the area served by a proposed sewage treatment works project or stormwater treatment project is identified as a poverty area by the United States Census Bureau;
- 2) The median annual household income of the area served by a proposed sewage treatment works project or stormwater treatment project is less than the most recently published federal poverty guidelines for a family of 4 in the 48 contiguous United States. In determining the median annual household income of the area served by the proposed sewage treatment works project or stormwater treatment project, the municipality shall utilize the most recently published statistics from the United States Census Bureau, updated to reflect current dollars, for the community which most closely approximates the area being served by the project.

If no determination can be made by either criteria 1 or 2 then the following information will be used:

1. Is the applicant seeking a planning or design grant? ☐ YES ☒ NO

If YES, provide the total estimated construction amount \$_____.

2. Annual payment on the existing debt for the wastewater or stormwater system (if applicable):

\$ 156,695.

3. Total operation, maintenance and replacement expenses for the wastewater or stormwater system on an annual basis: \$ 3,414,593.

4. Number of "residential equivalent users" in the system: 7,813.

If you have any questions about this worksheet, then contact Mr. Robert Schneider at 517-388-6466.

Note: If the total estimated construction amount is provided, the result of this determination is temporary until actual bid costs are submitted.

SAW Grant Application

Supporting Documentation

Table of Contents

- SAW GRANT APPLICATION ADDITIONAL PAGES
- WASTEWATER RATE ADOPTION AND SUPPORTING INFORMATION
- AEW PROPOSAL
- AEW HOURLY RATE SCHEDULE
- ENGINEER'S OPINION OF PROBABLE COST

GROSSE POINTE WOODS SAW GRANT APPLICATION

Additional Pages

PROJECT INFORMATION

E. Project Need and Proposed Scope of Work

The City of Grosse Pointe Woods maintains a completely combined sewer system. The condition of many of the assets of the wastewater system have never been assessed, primarily the larger diameter trunk sewers, catch basins and associated sewers connecting to the combined sewer system. The City has recently investigated most of the combined sewers with an S2 Grant, and has completed many structural repairs with an SRF loan. The condition of the assets of the stormwater collection portion of the City's wastewater system is unknown. This has led the City to pursue a city-wide investigation of the stormwater collection portion of the wastewater assets, in addition to the large diameter trunk sewers, to determine the overall condition of the wastewater system. Grosse Pointe Woods intends to use the funding available through the SAW Grant to prepare a wastewater Asset Management Plan (AMP). The wastewater AMP will be prepared utilizing existing information from recent combined sewer investigations, as well as with new investigations being proposed with grant funds. This will allow the City to better understand the current condition of the wastewater system, including the stormwater component of the system, and to project the anticipated costs of maintaining the system at an acceptable level of service in the future.

Specifically, Grosse Pointe Woods intends to use SAW Grant Funds to: clean and televise an estimated 22,200 feet of City-owned large diameter combined sewers and an estimated 54,700 feet of City-owned storm sewers by way of a publicly bid contract, including preparation of bid documents, contract administration and engineering oversight; perform a condition survey of the City's sanitary lift station; inspect an estimated 3,050 sanitary manholes, storm manholes, and catch basins; GPS locate the sanitary manholes, storm manholes, and catch basins; update existing GIS information; perform MACP/PACP condition assessments of all sewers and structures inspected; prepare and implement a wastewater AMP; develop a rate structure to reduce the funding gap, if one is identified; and administer the SAW grant funds.

APPENDIX A – NOT APPLICABLE

APPENDIX B – NOT APPLICABLE

APPENDIX C

A. Proposed Scope of Work

Grosse Pointe Woods intends to use SAW Grant Funds to perform the following items of work:

-Prepare SAW Grant Application

-Research and review of City records and current GIS information for wastewater and stormwater systems

-Manhole and Catch Basin Inspections

- a.) A two-man team will perform manhole and catch basin condition inspections. One member (minimum) of the inspection team will have Manhole Assessment and Certification Program (MACP) training certification. A separate MACP inspection report will be completed for each structure inspected.
- b.) A two-man team will survey all manholes and catch basins to obtain GPS coordinates. Three-axis (two horizontal, one vertical) GPS coordinates, accurate to 3/100th a foot will be obtained for each structure inspected.

-Clean & PACP Televised inspection of ~76,900 feet of sanitary sewer and storm sewer, including preparation of bid documents, contract administration & engineering oversight. The "storm sewer" is all part of the City's combined sewer system and is therefore considered part of the City's "wastewater" asset.

-Preparation of Bid Documents

- a.) Prepare plans that identify the location of the lines proposed for investigation. Plans will indicate:
 - i. Manhole and catch basin locations and identification numbers
 - ii. Size, length and existing material of pipes, when known
 - iii. Location of fire hydrants (for use in sewer cleaning)
- b.) Prepare specifications and bidding documents which include Pipeline Assessment and Certification Program (PACP) requirements.
- c.) Prepare a work schedule that identifies the sanitary and storm sewer lines by map number, street/easement location, manhole/catch basin numbers, length, size, and where available, pipe material.
- d.) Prepare advertisement for bidding and submit to plan houses.
- e.) Bidding administration to include the following:
 - i. Addenda if required
 - ii. Response to bidder questions
 - iii. Conduct pre-bid meeting (if required)
 - iv. Bid opening
 - v. Tabulate bids received, review bids, check references and provide a recommendation for award.

-Contract Administration:

- a.) Attend and administer pre-construction meeting
- b.) Review Contractor's insurance and bond documents
- c.) Complete contract documents for execution
- d.) Review Contractor submittals including:
 - i. Work schedule
 - ii. Emergency contacts
 - iii. Claims for change in condition or extra compensation
- e.) Complete monthly pay estimates based on approved completed work
- f.) Punch list development when contractor requests that the work be considered substantially complete
- g.) Review contract deliverables for compliance with specifications

-Engineering Oversight

Engineering Oversight of the contract activities include a resident engineer or observer to be on site when contract activities are occurring. The resident engineer or observer will complete daily reports of the contract activities, tabulate contract quantities and address issues from residents and businesses. The project engineer will make site visits as necessary in accordance with the specifications. Schedule, attend and administer progress meetings (if required) to address issues such as unsatisfactory progress, inadequate notification to home owners or businesses, deficiencies in performance or changes in condition.

-Complete an Inventory of all Stormwater Assets and Wastewater Assets

Incorporate the information from previous sanitary sewer investigations, and new sewer and structure investigations into GIS.

- a.) Cross reference all sewer and structure inspections with the existing GIS map and sanitary sewer theme to assure completeness of the inventory. Locate structures on the GIS map to the GPS coordinate obtained to create an "As-Built" map of the sanitary sewer system.
- b.) Cross reference all sewer and structure inspections with the existing GIS map and storm sewer theme to assure completeness of the inventory. Locate structures on the GIS map to the GPS coordinate obtained to create an "As-Built" map of the storm sewer system.
- c.) Create a structure database and link structure inspection reports to the structure in GIS.

-Complete assessment of the City's wastewater lift station

Conduct lift station condition assessment and identify components.

-Perform a Condition Assessment of Wastewater Assets

Review all storm sewer CCTV footage and structure reports within the combined sewer area to evaluate the condition of each asset. Review all large diameter sanitary sewer CCTV footage and all sanitary sewer structure reports to evaluate the condition of each asset. Incorporate previous reviews of sanitary sewer assets. All review personnel will have MACP/PACP training certification and score the condition of all assets in accordance with PACP/MACP methodology.

-Complete a Wastewater Asset Management Plan

Prepare a written Wastewater Asset Management Plan, including the storm sewer assets within the combined sewer areas.

- a.) Determine the level of service for each of the City's wastewater assets
- b.) Designate the criticality of all assets
- c.) Prepare an implementation schedule for the asset management program
- d.) Complete the Wastewater Asset Management Plan Certification of Project Completeness.

-Rate Structure Development

Develop a rate structure to fund the wastewater asset management plan or reduce the funding gap if one is identified.

- a.) Develop long term O&M strategies and revenue structures in support of the wastewater asset management program
- b.) Long-term funding/capital improvement planning for wastewater assets

-SAW Grant Administration

- a.) Record keeping
- b.) Progress reports to elected or appointed officials (as requested or warranted)
- c.) Coordination with MDEQ
- d.) Preparation and submittal of Grant Disbursement Requests.

B. Describe your current asset management plan as applicable:

The current asset management plan for the wastewater system consists of a relatively well developed inventory of the existing assets based on old plans and the knowledge of city personnel. The City has mapped many of the wastewater assets in GIS. The inventory has been updated based on recent sanitary sewer investigations performed under S2 program, and previous sewer investigation efforts. As defects were identified, projects have been undertaken to address the worst structural defects, including the rehabilitation of these assets under a recent and ongoing SRF program.

There is currently no asset management plan for the stormwater collection portion of the wastewater system. Investigation of the condition of the sewer and manhole assets is performed primarily when a complaint is received. Maintenance of these assets is only performed when a failure is observed. When a road reconstruction project is undertaken, catch basins and associated storm sewer connections to the trunk sewer are replaced as part of the project. There is no long term plan for capital improvements, large maintenance expenditures, or regular maintenance for the wastewater assets, including the stormwater collection portion, as part of an on-going regular asset management plan.

C. Revenue Structure

A copy of the City's current rate structure is attached.

D. Cross Sectoring

Cross sectoring is not applicable at this time. The City is only developing a wastewater AMP with SAW grant funds, and all SAW grant activities are specific to this system. The City is beginning to prepare a detailed road asset management plan, in addition to a water distribution asset management plan. In the future, the City will coordinate, as feasible, the wastewater AMP with the road AMP, the water distribution AMP, and AMPs developed for other City-owned assets.

APPENDIX D – NOT APPLICABLE

APPENDIX E – NOT APPLICABLE

APPENDIX F

It is our understanding the MDEQ will review parts 1 and 2, as well as the information provided in the application, to make a determination for disadvantaged community status.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, Novitke, Shetler
No: None
Absent: Ketels

Motion by Granger, seconded by Bryant, regarding **Lochmoor Club – Michigan Tax Tribunal**, that the City Council concur with the Committee-of-the-Whole at their meeting on April 22, 2013, and revise the 2013 personal property and real property values to mirror the Judge's Opinion for 2012 values.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, Novitke, Shetler
No: None
Absent: Ketels

Motion by Bryant, seconded by Granger, regarding proposed **water/sewer budget**, that the City Council concur with the recommendation of the Committee-of-the-Whole at their meeting on April 28, 2013, and adopt the rate increases as proposed in Scenario #2, as presented in the Treasurer/Comptroller's memo dated April 26, 2013, consumption rates to become effective July 1, 2013.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, Novitke, Shetler
No: None
Absent: Ketels

Motion by Bryant, seconded by Granger, regarding **2013 Grosse Pointe Woods/Shores Little League Parade**, that the City Council concur with the recommendation of the Committee-of-the-Whole at their meeting on April 28, 2013, and approve the request of the Woods-Shores Little League Parade held on Sunday, May 5, 2013, from 12:45 p.m. to 1:45 p.m.



CITY OF GROSSE POINTE WOODS MEMORANDUM

Date: April 26, 2013

To: Mayor and City Council

From: Dee Ann Irby, Treasurer/Comptroller

Subject: Water/Sewer Rate Proposal

Jim Rabine and Kyle Seidel, from AEW, will be in attendance at the Committee-of-the-Whole meeting to discuss our water and sewer rates. Attached are two scenarios for your consideration. Both scenarios cover the pass thru costs of Detroit and the City's debt for DWRF & SRF projects. Scenario #1 includes a reserve for future infrastructure repairs & replacement; however scenario # 2 does not. Table 14D-forecasts rates through FY 2019-20.

Information from this meeting will be used to finalize the water/sewer budget for FY 2013-14.

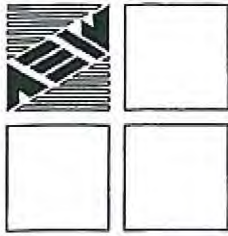
If you have any questions, feel free to call me.

METER CHARGES			
<i>Meter Size (Inch)</i>	<i>Water Charge (Per 2 Months)</i>	<i>Sewer Charge (Per 2 Months)</i>	<i>Combined 2 Mo. Charge</i>
5/8	\$14.00	\$30.00	\$44.00
3/4	\$14.00	\$30.00	\$44.00
1	\$19.60	\$42.00	\$61.60
1.5	\$25.20	\$54.00	\$79.20
2	\$40.60	\$87.00	\$127.60
3	\$154.00	\$330.00	\$484.00
4	\$196.00	\$420.00	\$616.00
6	\$294.00	\$630.00	\$924.00
8	\$406.00	\$870.00	\$1,276.00
10	\$816.20	\$1,749.00	\$2,565.20

CAPITAL IMPROVEMENT CHARGE			
<i>Meter Size (Inch)</i>	<i>Water Charge (Per 2 Months)</i>	<i>Sewer Charge (Per 2 Months)</i>	<i>Combined 2 Mo. Charge</i>
5/8	\$20.00	\$1.00	\$21.00
3/4	\$20.00	\$1.00	\$21.00
1	\$28.00	\$1.40	\$29.40
1.5	\$36.00	\$1.80	\$37.80
2	\$58.00	\$2.90	\$60.90
3	\$220.00	\$11.00	\$231.00
4	\$280.00	\$14.00	\$294.00
6	\$420.00	\$21.00	\$441.00
8	\$580.00	\$29.00	\$609.00
10	\$1,166.00	\$58.30	\$1,224.30

BILLING CHARGES			
<i>Meter Size (Inch)</i>	<i>Water Charge (Per Quarter)</i>	<i>Sewer Charge (Per Quarter)</i>	<i>Combined Qtr.ly Charge</i>
Per Account	\$1.00	\$1.00	\$2.00

COMMODITY CHARGES			
<i>Units</i>	<i>Water Charge</i>	<i>Sewer Charge</i>	<i>Combined</i>
Per 100 CF	\$2.07	\$2.08	\$4.15



ANDERSON, ECKSTEIN AND WESTRICK, INC.

51301 Schoenherr Road, Shelby Township, Michigan 48315

Civil Engineers • Surveyors • Architects 586-726-1234

November 25, 2013

Alfred Fincham, City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza Drive
Grosse Pointe Woods, Michigan 48236

Reference: **Proposal for Professional Services**
SAW Grant Program

Dear Mr. Fincham:

Thank you for considering our firm for providing consulting engineering services on the project referenced above.

Understanding of the Project

The project consists of preparing a SAW Grant application to complete a wastewater asset management plan for Grosse Pointe Woods. The wastewater asset management plan must be comprehensive and inclusive of the City's entire wastewater assets, which includes approximately 498,000 feet of sewer, approximately 3,050 manholes and catch basins, and 1 sanitary lift station.

Services to be Provided

AEW will prepare a SAW Grant application for completion of a wastewater asset management plan to be submitted to the Michigan Department of Environmental Quality for consideration.

If the City is awarded a SAW Grant, we propose to furnish the following services to assist in the completion of an asset management plan:

- Research and update inventory of wastewater assets
- Prepare bid documents, administer the contract, and perform engineering oversight for a closed circuit television investigation of the City's previously untelevised sewer system by a third party vendor under a competitively bid contract
- Evaluate the condition of the sewers using Pipeline Assessment and Certification Program (PACP) methodology
- Perform inspections of sanitary manholes and evaluate the condition using Manhole Assessment and Certification Program (MACP) methodology
- Locate sanitary manholes, storm manholes, and catch basins with GPS Survey Equipment
- Perform a condition assessment of the City's wastewater lift station
- Determine a level of service for each of the City's wastewater assets
- Work with the City to designate criticality of assets



- Work with the City to develop long term O&M strategies and revenue structures
- Work with the City regarding long-term funding/capital improvement planning for wastewater assets
- Update the City's GIS with "as-built" information from the sewer investigation and structure inspections
- Prepare a written asset management plan
- Administer SAW Grant Funds

Fee for Professional Services

The professional services fee for preparation of the SAW Grant application is a lump sum amount of \$2,500.

If the City is awarded a SAW Grant, the professional service fees for assistance with completion of the wastewater asset management plan will be completed on an hourly basis or as negotiated. We have attached an engineer's opinion of probable costs which includes all estimated grant eligible costs, including estimated engineering fees.

Services provided on an hourly basis will be according to our current rate schedule effective for the period in which the work is performed. We have attached our current hourly rate schedule as part of this proposal.

Basis of Payment

Work in progress will be invoiced every four weeks (billing cycle) based upon hourly charges to date. Payment is due within twenty-eight days of invoice date, after which a time price differential charge of 1% per billing cycle (13% annually) will be added to the outstanding balance. There are no mileage expenses required. Failure to pay invoices promptly can result in suspension of the work and revision of the completion schedule by the Engineer.

Other Terms of Service

Services provided by AEW under this contract will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Upon notice to AEW and by mutual agreement between the parties, AEW will correct those services not meeting such standard without additional compensation.

If the Client fails to make payment when due or is otherwise in breach of this contract, AEW may suspend performance of services upon five (5) calendar days notice to the Client. AEW shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this contract by the Client.

No party to this agreement shall transfer, sublet or assign any rights under or interest in this agreement (including but not limited to monies that are due or monies that may be due) without the prior written consent of the other party(s).

In recognition of the relative risks, rewards, and benefits of the project to both the Client and AEW, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, AEW's total liability to the Client for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this agreement from any cause or causes,



shall not exceed the greater of Fifty Thousand Dollars (\$50,000) or the compensation received by AEW under this agreement.

The Client agrees that the applicable statute of limitations for any and all causes of action against AEW shall be two (2) years. Causes of action shall be deemed to have accrued and the applicable statute of limitations shall commence to run on the date that AEW last provides service to the Client as to the matters out of which the cause of action arose. However, causes of action that are incapable of discovery during the two (2) year statute of limitations period shall be brought within six (6) months of discovery. Under no circumstances shall any cause of action which could not be discovered during the two (2) year statute of limitations period be brought beyond six (6) years from the date of AEW's last service to the Client as to the matter out of which the cause of action arose.

The Client or his authorized agent may terminate this agreement within five days written notice. The Client must pay for any unpaid work and expenses incurred prior to termination.

Opinions of Probable Cost

Opinions of probable construction cost provided represent AEW's best judgment as a design professional familiar with the industry. However, it is recognized that AEW has no control over the cost of labor, materials, equipment or services provided by others, or over the contractor's methods of determining prices, or over competitive bidding or market conditions. Therefore, AEW does not guarantee that proposals, bids, or actual construction cost will not vary from the opinions of probable cost prepared in any manner by our firm.

Execution of the Agreement

We trust that this proposal meets your needs. Please advise if any modifications or clarifications are required. When you are prepared to authorize us to proceed, please sign, date, and return one copy of this agreement with original signatures for our use.

We thank you once again for the opportunity to work with you on this project.

Sincerely,

Anderson, Eckstein and Westrick, Inc.

Scott Lockwood, Exec. Vice President

Accepted By

Signature

Printed Name, Title

Roy C. Rose, President

Date

Enclosure: Current Hourly Rate Schedule
Engineer's Opinion of Probable Costs



#19
GPW

EXHIBIT "A"
HOURLY CHARGE RATE

<u>EMPLOYEE CLASSIFICATION</u>	<u>HOURLY RATE CHARGE</u>
PRINCIPAL ENGINEER/SURVEYOR/ARCHITECT	\$ 103.00
SENIOR PROJECT ENGINEER/SURVEYOR/ARCHITECT	103.00
LICENSED ENGINEER/SURVEYOR/ARCHITECT	103.00
GRADUATE ENGINEER/SURVEYOR/ARCHITECT	83.50
TEAM LEADER	83.50
ENGINEERING AIDE III	70.00
ENGINEERING AIDE II	62.00
ENGINEERING AIDE I	56.00
ENGINEERING AIDE TRAINEE	40.50
SECRETARIAL (SPECIAL PROJECTS)	33.00
SURVEY FIELD (3 PERSON)	169.50
SURVEY FIELD (2 PERSON)	141.00
CONFINED SPACE ENTRY CREW	185.50
DATA COLLECTOR (SURVEY CREW)	22.50
COMPUTER SYSTEM	11.50
GPS SURVEY EQUIPMENT	57.50

EFFECTIVE JULY 1, 2005

ANDERSON, ECKSTEIN & WESTRICK, INC. SHELBY TOWNSHIP, MICHIGAN		PROJECT: SAW GRANT PROGRAM		
2013 SAW GRANT APPLICATION ENGINEER'S OPINION OF PROBABLE COST AEW PROJECT NO. 0160-0364		OWNER: GROSSE POINTE WOODS PREPARED BY: MICHAEL A. VIGNERON, PE DATE: NOVEMBER 15, 2013 CHECKED BY: SCOTT P. LOCKWOOD, PE DATE:		
WORK ITEM	QUANTITY	UNIT	UNIT PRICE	AMOUNT
ESTIMATED ASSET MANAGEMENT PLAN COSTS (APPENDIX C)				
Storm Sewer, Clean, 6" - 12"	37,200	FT	1.25	46,500.00
Storm Sewer, Clean, 15" - 21"	5,900	FT	1.50	8,850.00
Storm Sewer, Clean, 24" - 30"	4,600	FT	2.50	11,500.00
Storm Sewer, Clean, 36" - 42"	6,900	FT	3.50	24,150.00
Storm Sewer, Clean, 48" - 54"	100	FT	4.00	400.00
Storm Sewer, Heavy Cleaning, 6" - 12"	9,300	FT	1.25	11,625.00
Storm Sewer, Heavy Cleaning, 15" - 21"	1,475	FT	1.50	2,212.50
Storm Sewer, Heavy Cleaning, 24" - 30"	1,150	FT	2.25	2,587.50
Storm Sewer, Heavy Cleaning, 36" - 42"	1,725	FT	4.00	6,900.00
Storm Sewer, Heavy Cleaning, 48" - 54"	25	FT	5.00	125.00
Storm Sewer, Final TV Investigation and Report, 6" - 12"	37,200	FT	1.00	37,200.00
Storm Sewer, Final TV Investigation and Report, 15" - 21"	5,900	FT	1.00	5,900.00
Storm Sewer, Final TV Investigation and Report, 24" - 30"	4,600	FT	1.00	4,600.00
Storm Sewer, Final TV Investigation and Report, 36" - 42"	6,900	FT	1.50	10,350.00
Storm Sewer, Final TV Investigation and Report, 48" - 54"	100	FT	2.00	200.00
Extra Heavy Cleaning	14	HRS	150.00	2,100.00
Removal of Mineral Deposits	500	EA	50.00	25,000.00
Cutting Service Lead Protrusions	50	EA	50.00	2,500.00
Exploratory Excavation, Manhole	5	EA	1,500.00	7,500.00
Digital Copy (External Hard Drive) of all Reports and Video	1	LS	5,000.00	5,000.00
Digital Copy (DVD) of all Video	1	LS	5,000.00	5,000.00
Traffic Control, Major Street	1	LS	25,000.00	25,000.00
Traffic Control, Minor Street	1	LS	10,000.00	10,000.00
ESTIMATED SUBTOTAL STORM SEWER INVESTIGATION COST				255,200.00
Sanitary Sewer, Clean, 24" - 30"	1,800	FT	2.50	4,500.00
Sanitary Sewer, Clean, 36" - 42"	5,400	FT	3.50	18,900.00
Sanitary Sewer, Clean, 48" - 54"	200	FT	4.00	800.00
Sanitary Sewer, Clean, 60" - 66"	6,400	FT	6.00	38,400.00
Sanitary Sewer, Clean, 72" - 78"	700	FT	7.00	4,900.00
Sanitary Sewer, Clean, 9' - 16'	7,700	FT	10.00	77,000.00
Sanitary Sewer, Heavy Cleaning, 24" - 30"	450	FT	2.25	1,012.50
Sanitary Sewer, Heavy Cleaning, 36" - 42"	1,350	FT	4.00	5,400.00
Sanitary Sewer, Heavy Cleaning, 48" - 54"	50	FT	5.00	250.00
Sanitary Sewer, Heavy Cleaning, 60" - 66"	1,600	FT	8.00	12,800.00
Sanitary Sewer, Heavy Cleaning, 72" - 78"	175	FT	10.00	1,750.00
Sanitary Sewer, Heavy Cleaning, 9' - 16'	1,925	FT	15.00	28,875.00
Sanitary Sewer, Final TV Investigation and Report, 24" - 30"	1,800	FT	1.00	1,800.00
Sanitary Sewer, Final TV Investigation and Report, 36" - 42"	5,400	FT	1.50	8,100.00
Sanitary Sewer, Final TV Investigation and Report, 48" - 54"	200	FT	2.00	400.00
Sanitary Sewer, Final TV Investigation and Report, 60" - 66"	6,400	FT	2.00	12,800.00
Sanitary Sewer, Final TV Investigation and Report, 72" - 78"	700	FT	3.00	2,100.00
Sanitary Sewer, Final TV Investigation and Report, 9' - 16'	7,700	FT	10.00	77,000.00
Extra Heavy Cleaning	6	HRS	150.00	1,800.00
Removal of Mineral Deposits	250	EA	50.00	8,100.00
Cutting Service Lead Protrusions	50	EA	50.00	400.00
Exploratory Excavation, Manhole	5	EA	1,500.00	12,800.00
Digital Copy (External Hard Drive) of all Reports and Video	1	LS	5,000.00	2,100.00
Digital Copy (DVD) of all Video	1	LS	5,000.00	77,000.00
Traffic Control, Major Street	1	LS	25,000.00	900.00
Traffic Control, Minor Street	1	LS	10,000.00	12,500.00
ESTIMATED SUBTOTAL SANITARY SEWER INVESTIGATION COST				365,200.00

ANDERSON, ECKSTEIN & WESTRICK, INC. SHELBY TOWNSHIP, MICHIGAN 2013 SAW GRANT APPLICATION ENGINEER'S OPINION OF PROBABLE COST AEW PROJECT NO. 0160-0364		PROJECT: SAW GRANT PROGRAM OWNER: GROSSE POINTE WOODS PREPARED BY: MICHAEL A. VIGNERON, PE DATE: NOVEMBER 15, 2013 CHECKED BY: SCOTT P. LOCKWOOD, PE DATE:		
WORK ITEM	QUANTITY	UNIT	UNIT PRICE	AMOUNT
ESTIMATED SUBTOTAL SEWER INVESTIGATION COST				620,400.00
Bid Document Preparation (ASCE Curve B)		6.81%		42,300.00
Contract Administration		3% +/-		18,700.00
Engineering Oversight		10% +/-		62,000.00
ESTIMATED CLEANING & TELEVISIONING COST				743,400.00
SAW Grant Application [OTHER]				2,500.00
Manhole & Catch Basin Inspections [CONDITION ASSESSMENT]				245,500.00
Research and GIS As-Built of Sewer Systems [INVENTORY]				33,900.00
MACP/PACP Condition Assessment [CONDITION ASSESSMENT]				40,100.00
Complete an Asset Management Plan [LEVEL OF SERVICE]				25,000.00
Rate Structure Development				7,500.00
SAW Grant Administration [OTHER]		0.50% +/-		5,500.00
ESTIMATED ASSET MANAGEMENT COSTS (APPENDIX C)				1,103,400.00
ESTIMATED TOTAL SAW GRANT PROGRAM				1,103,400.00
ASSUMPTIONS				
Sewer Investigation				
-25% of Sewers will require heavy cleaning				
-10% of Sewers requiring heavy cleaning will require extra heavy cleaning at 1 hour per 100 ft				
-Large Diameter sewers will not be cleaned in conjunction with televising, unless necessary				
Manhole & Catch Basin Inspections				
-\$167/hour for 2-man inspection team				
-30 Storm Structures per 8 hour day				
-20 Sanitary Structures per 8 hour day				
-\$198.5/hour for 2-man GPS survey team				
-90 Storm Structures per 9 hour day				
-60 Sanitary Structures per 9 hour day				
Lift Station Inspections				
-\$206/hour for 2-man inspection team				
-12 hours per Lift Station				
MACP/PACP/Lift Station Condition Assessment				
-\$83.50/ hour for MACP/PACP reviewer				
-Reviewer averages 5000 ft of sewer per day				
-Reviewer averages 75 structures per day				
-\$103/ hour for Lift Station review				
-3 days per lift station				

6.D

COMMITTEE-OF-THE-WHOLE EXCERPT
10-28-13

The Chair declared a recess at 8:40 p.m., and reconvened at 8:51 p.m.

City Engineer Lockwood and Director of Public Works Ahee were now in attendance.

The next item discussed was regarding **Stormwater Asset Management & Wastewater (SAW) Grant**. The City Engineer provided an overview. The Mayor asked if the grant is received, whether the City is obligated to do the work. The City Engineer explained that if we take the dollars, and then identify a critical problem, we must use City money to take care of it. The grant is for \$1,100,000 with \$100,000 being the City's portion. The City would be required to put together an asset management plan, and the existing project plan will have already gotten some of the work done. The City's \$100,000 portion would come from the City's water/sewer fund; funds used for additional dollars needed for any critical problems identified would depend on whether work required is storm sewer or sanitary sewer related. Applications will be awarded in April. The City can back out of the grant if funds are not disbursed to the City. The City Administrator stated he has concerns with some of the lines never having been televised and with the condition of the Torrey Road pump station. The Treasurer/Comptroller recommends authorizing the application for the whole project.

Motion by Bryant, seconded by Shetler, that the Committee-of-the-Whole recommend that City Council authorize the City Engineer to make application to the DEQ Michigan Finance Authority for the Stormwater, Asset Management, and Wastewater (SAW) Grant, contingent upon receiving written verification that we would be under no obligation if it is approved.

Motion carried by the following vote:

Yes:	Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No:	None
Absent:	None

Motion by Ketels, seconded by Shetler, regarding **Stormwater Asset Management and Wastewater (SAW) Grant**, that the City Council concur with the recommendation of the Committee-of-the-Whole at their meeting on October 28, 2013, and authorize the City Engineer to make application to the DEQ Michigan Finance Authority for the Stormwater, Asset Management, and Wastewater (SAW) Grant, contingent upon receiving written verification that we would be under no obligation if it is approved; and,

To adopt the Resolution Authorizing the SAW Grant Agreement, authorize the City Administrator to sign the Grant Agreement, and to authorize an amount not to exceed \$2,500.00 for engineering fees to be charged to Water/Sewer Fund, Account No. 592-537-818.000.

Motion carried by the following vote:

Yes:	Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No:	None
Absent:	None

City of Grosse Pointe Woods
County of Wayne

Resolution Authorizing the SAW Grant Agreement

Minutes of the regular meeting of the City Council of the City of Grosse Pointe Woods County of Wayne, State of Michigan, (the "Municipality") held on November 11, 2013 .

PRESENT: Members: Bryant, Granger, Ketels, Koester, McConaghy,
Novitke, Shetler

ABSENT: Members: None

Member Ketels offered and moved the adoption of the following resolution, seconded by Member Shetler .

WHEREAS, Part 52 (strategic water quality initiatives) of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended ("Part 52"), provides at MCL 324.5204e that the Michigan Finance Authority (the "MFA") in consultation with the Michigan Department of Environmental Quality (the "DEQ") shall establish a strategic water quality initiatives grant program; and

WHEREAS, in accordance with the provisions of 2012 PA 511, which provides grants to municipalities for sewage collection and treatment systems or storm water or nonpoint source pollution control; and

WHEREAS, in accordance with the provisions of 1985 PA 227, as amended, Part 52, and other applicable provisions of law, the MFA, the DEQ, and the Municipality that is a grant recipient shall enter into a grant agreement (the "SAW Grant Agreement") that requires the Municipality to repay the grant under certain conditions as set forth in MCL 324.5204e, as amended; and

WHEREAS, the Municipality does hereby determine it necessary to (select one or more)
☒ establish an asset management plan, ☐ establish a stormwater management plan, ☐ establish a plan for wastewater/stormwater, ☐ establish a design of wastewater/stormwater, ☐ pursue innovative technology, or ☐ initiate construction activities (up to \$500,000 for disadvantaged community).

WHEREAS, it is the determination of the Municipality that at this time, a grant in the aggregate principal amount not to exceed One Million Dollars (\$1,000,000) ("Grant") be requested from the MFA and the DEQ to pay for the above-mentioned undertaking(s); and

WHEREAS, the Municipality shall obtain this Grant by entering into the SAW Grant Agreement with the MFA and the DEQ.

NOW, THEREFORE, BE IT RESOLVED THAT:


1. City Administrator (*title of the designee's position*), a position currently held by Alfred Fincham (*name of the designee*), is designated as the Authorized Representative for purposes of the SAW Grant Agreement.
2. The proposed form of the SAW Grant Agreement between the Municipality, the MFA and DEQ (attached Sample Grant Agreement) is hereby approved and the Authorized Representative is authorized and directed to execute the SAW Grant Agreement with such revisions as are permitted by law and agreed to by the Authorized Representative.
3. The Municipality shall repay the Grant, within 90 days of being informed to do so, with interest at a rate not to exceed 8 percent per year, to the Authority if the Municipality is unable to, or decides not to, proceed with constructing the project or implementing the asset management program for which the funding is provided within 3 years of the Grant award.
4. The Grant, if repayable, shall be a first budget obligation of the Municipality, and the Municipality is required, if necessary, to levy ad valorem taxes on all taxable property in the Municipality for the payment thereof, subject to applicable constitutional, statutory and Municipality tax rate limitations.
5. The Municipality shall not invest, reinvest or accumulate any moneys deemed to be Grant funds, nor shall it use Grant funds for the general local government administration activities or activities performed by municipal employees that are unrelated to the project.
6. The Authorized Representative is hereby jointly or severally authorized to take any actions necessary to comply with the requirements of the MFA and the DEQ in connection with the issuance of the Grant. The Authorized Representative is hereby jointly or severally authorized to execute and deliver such other contracts, certificates, documents, instruments, applications and other papers as may be required by the MFA or the DEQ or as may be otherwise necessary to effect the approval and delivery of the Grant.
7. The Municipality acknowledges that the SAW Grant Agreement is a contract between the Municipality, the MFA and the DEQ.
8. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution are rescinded.

YEAS: Members: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler

NAYS: Members: None

RESOLUTION DECLARED ADOPTED

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Grosse Pointe Woods, County of Wayne, said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.


Name
City of Grosse Pointe Woods
State of Michigan County of Wayne



CITY OF GROSSE POINTE WOODS MEMORANDUM

RECEIVED
NOV - 7 2013
CITY OF GROSSE PTE WOODS

Date: November 6, 2013
To: Mayor and Council
From: Al Fincham, City Administrator AF
Subject: Storm Water, Asset Management, and Wastewater (SAW Grant) Program Recommendation

At a recent Committee of the Whole meeting, our engineering firm representative, Mr. Scott Lockwood of Anderson, Eckstein and Westrick (AEW), discussed new legislation establishing grants for developing a Storm Water Asset Management Plan. This plan includes sewage collection and treatment with additional funding available through State-funded loans to construct projects identified once a plan was developed.

Grants have \$2M cap per community. The first million has a 10-percent local match; second million has 25-percent local match. The local match is not eligible for loan assistance. Funds are awarded to grant and loan recipients on a first come, first served basis. Applications will be accepted starting December 2, 2013 for the grant program. If approved, an application would be submitted for the grant requiring a 10% local match or \$100,000. If the City is awarded the grant but chooses to pass on the grant this year, we will not remain on the list for consideration in following years. If the City is awarded the grant and enters into an agreement, but later decides not to proceed and does not make a disbursement request, the City is not liable to pay anything.

An asset management plan will allow the City to conduct a proper inventory of our sewer systems in order to prioritize and outline our efforts to maintain and sustain the sewer system. This plan would include an investigation of the City's storm sewer system and larger sewers (trunk lines) not included in previous S2 grant projects and also include the following

- Manhole and catch basin inspections
- Televis and clean City owned storm sewers
- Televis and clean large combined sewers not included in the previous S2 projects
- Update our GIS maps
- Evaluate the Torrey Road Pump Station including emergency backup power
- Rate the condition of each sewer asset
- Determine a Revenue Structure for short and long term repair, replacement and maintenance of the sewer system
- Develop a long term Capital Improvement Plan
- Once the plan is completed, the City will have a complete asset inventory of the sewer system

Attachments

CITY OF GEORGETOWN, GEORGIA

BUDGET WORKSHEET - WATER/SEWER

FY 2016-17

4/8/2016															
	FY 06-AMOUNT	FY 06-7 ACTUAL AMOUNT	FY 07-8 ACTUAL AMOUNT	FY 08-9 ACTUAL AMOUNT	FY 09-10 ACTUAL AMOUNT	FY 10-11 ACTUAL AMOUNT	FY 11-12 ACTUAL AMOUNT	FY 12-13 ACTUAL AMOUNT	FY 13-14 ACTUAL AMOUNT	FY 14-15 ACTUAL AMOUNT	FY 15-16 BUDGET AMOUNT	07/15-2/22/16 ACTUAL	DEPARTMENT REQUESTED	CITY ADMIN RECOMM	
ACCOUNT NO.	ACCOUNT NAME														
REVENUE															
592000000000															
592000632000	TAP & METER CHARGES	-	-	336,993	979,053	975,660	-	-	11,672	-	-	-	-	-	
592000632200	IWC SEWER CHARGES	-	-	-	47,580	47,493	54,261	58,299	61,731	60,657	99,600	45,619	99,600	99,600	
592000642000	WATER/SEWER REVENUE	-	1,811,993	2,919,691	4,173	75	-	3,381	-	-	-	-	-	-	
592000642100	WATER REVENUE	1,810,148	1,182,883	259,140	1,249,025	2,094,444	1,680,493	1,605,954	1,500,082	1,444,215	2,253,600	1,407,187	2,328,750	2,328,750	
592000642200	SEWER REVENUE	2,062,101	1,061,811	525,143	1,856,823	1,479,214	1,301,157	1,360,853	1,488,172	1,423,075	1,684,800	1,084,907	1,505,250	1,505,250	
592000643000	CAPITAL IMPROVE	330,996	335,314	577,431	613,512	611,367	833,020	862,954	970,449	980,459	865,368	652,211	897,510	897,510	
592000643100	INTEREST INESES	-	-	22,838	69,528	69,296	80,711	82,186	82,241	82,339	82,416	54,897	857,122	857,122	
592000643200	INVESTMENT INESES	-	-	-	-	-	1,911,985	2,045,617	2,061,203	2,053,291	2,070,050	1,365,726	2,363,094	2,363,094	
592000659000	RESERVE EARNINGS	44,335	44,253	54,224	50,118	54,098	46,732	52,011	96,574	108,961	51,678	77,856	50,000	50,000	
592000665000	GAIN ON MARKET VALUE	52,093	20,274	-	16,482	10,848	8,527	6,088	3,718	16,430	25,875	5,000	6,243	5,000	
592000668400	BOND PREMIUM	-	-	-	3,317	(455)	(2,335)	(753)	3,748	(5,404)	-	-	-	-	
592000668401	REIMB-FR PER WOODS	-	-	-	-	-	-	-	28,271	28,271	-	-	-	-	
592000677000	REIMBURSE-GP SHORES	51,919	-	43,367	41,177	36,945	24,294	26,969	24,950	26,342	30,000	12,658	30,000	30,000	
592000677100	REIMBURSE-ST JOHN HOSPI	70,000	70,000	70,000	70,000	70,000	28,734	-	-	-	-	-	-	-	
592000677200	REIMBURSE-CROSS CONNEC	-	11,250	15,000	18,750	11,250	18,750	15,000	15,000	15,000	15,000	7,500	15,000	15,000	
592000677300	BOND PROCEEDS	-	-	-	1,000,070	-	-	-	-	-	-	-	-	-	
592000678000	DWR F REIMBURSEMENT	-	-	-	-	-	-	20,993	-	103	-	26,726	-	-	
592000678200	DWR F LOAN - WATER LINE	-	-	-	-	-	-	-	-	-	-	-	-	-	
592000693000	SFR / 12 GRANT FUNDING	125,373	324,624	146,962	-	-	-	-	-	-	1,000,000	-	1,000,000	1,000,000	
592000694000	SAW GRANT	-	-	-	-	-	-	-	-	-	-	-	-	-	
592000694000	OTHER INCOME	327,158	-	5,293	5,412	3,778	4,244	9,268	9,082	10,140	5,000	3,528	5,000	5,000	
592000694040	SEWER REPAIRS	-	-	-	-	-	-	-	-	-	-	-	-	-	
592000694200	SALE OF ASSETS	-	-	-	-	-	-	-	2,000	-	-	-	-	-	
592000697000	TRF F/PRIOR YR RES	-	-	-	-	-	15,000	-	-	-	-	-	16,722	16,722	
592000699101	TRANS FR GEN FD	-	-	60,060	-	-	-	-	878	-	-	-	-	-	
592000699365	TRF F/GROSSE GRATIOT	840,000	882,000	250,000	250,000	-	-	-	-	-	-	-	-	-	
592000699401	TRANS FR MUNIC IMP	-	-	-	-	-	-	-	-	-	-	-	-	-	
	REVENUE TOTAL	5,714,123	5,744,401	5,307,066	6,070,615	5,469,185	6,007,967	6,150,357	6,362,607	6,261,823	8,165,512	4,750,183	8,504,538	8,504,538	
EXPENSE															
592536000000	ADMINISTRATION														
592536702000	SALARIES & WAGES	147,178	141,983	164,217	114,230	105,609	96,072	94,793	81,063	86,377	96,844	53,974	86,096	86,096	
592536715000	SOCIAL SECURITY	-	6,974	12,399	8,786	4,288	-	8,239	9,234	6,719	7,520	4,239	6,699	6,699	
592536717000	RETIRE HEALTH & LIFE INS.	-	-	-	-	-	-	-	540	1,080	1,080	720	1,080	1,080	
592536722000	RETIREMENT	-	12,396	23,843	8,904	11,904	11,017	11,725	11,099	10,158	9,196	6,562	11,043	11,043	
592536722100	MEDICARE REIMBURSEMENT	-	-	-	568	1,044	1,092	1,135	1,160	1,286	1,178	671	1,180	1,180	
592536722105	PENSION EXP (GASB 68)	-	-	-	-	-	-	-	-	132,553	-	-	-	-	
592536757000	OPERATING SUPPLIES	1,185	5,819	1,105	1,289	3,337	44	794	540	699	2,000	250	2,000	2,000	
592536818000	CONTRACTUAL SERVICES	16,163	25,456	24,171	17,011	19,614	8,073	15,053	15,631	17,494	23,400	11,225	25,700	25,700	
592536818100	GPF WATER STUDY	-	-	60,060	-	-	-	-	-	-	-	-	-	-	
592536914000	INSURANCE	15,800	13,263	15,153	12,153	8,666	8,747	8,732	8,701	8,596	8,596	8,735	8,880	8,880	
592536958000	MEMBERSHIP & DUES	3,812	3,077	1,959	2,747	1,637	2,810	4,335	830	648	1,600	356	1,600	1,600	
592536958001	TRAINING & SEMINARS	-	-	-	-	-	-	-	1,999	3,419	4,800	530	4,800	4,800	
592536991000	PRINCIPAL-2003 Rev	172,524	250,000	-	-	-	-	-	-	-	320,000	320,000	325,000	325,000	
592536991100	DWR F PRINCIPAL	-	-	-	1,000,000	-	-	-	-	-	400,000	140,000	420,000	420,000	
592536991999	BOND COVENANTS COVERAGE	-	-	-	-	-	-	-	-	-	-	-	-	-	
592536992000	INTEREST-2003 Rev	275,000	171,016	164,167	157,101	166,401	152,972	134,876	105,241	87,665	81,300	42,250	74,850	74,850	
592536992100	DWR F INTEREST	-	-	-	3,014	40,843	79,198	122,216	161,812	185,605	177,082	93,085	173,702	173,702	
592536992999	DEBT RESERVE FUTURE PROJ	-	-	-	-	-	-	-	-	-	200,000	-	425,000	425,000	
592536999101	TRANSF TO GENERAL	20,000	200,000	150,000	-	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
592536999401	TRANSF TO MUNI IMP	60,000	70,000	20,000	19,200	20,000	-	-	-	-	-	-	-	-	

CITY OF GROSSE POINTE WOODS					
BUDGET WORKSHEET - WATER/SEWER					
FY 2016-17					
ACCOUNT DETAIL INFORMATION					
ACCOUNT			FY 2016-17		
NUMBER	DESCRIPTION	QTY	UNIT COST	DEPT REQUESTED	CITY ADMIN RECOMM
592537975005	SRF CONSTRUCTION & SAW GRANT				
592537975005	Sewer work and construction related to SRF			1,000,000	1,000,000
592537975005	and SAW grant			111,000	111,000
592537975005				-	-
592537975005				-	-
592537975005				-	-
592537975005				-	-
592537975005				-	-
592537975005				-	-
592537975005				-	-
592537975005				-	-
592537975005				-	-
592537975005				-	-
592537975005				-	-
592537975005				-	-
592537975005				-	-
592537975005				-	-
ACCOUNT TOTAL				1,111,000	1,111,000

Option 2: Increased Fixed and Commodity

**TABLE 5
CITY OF GROSSE POINTE WOODS
EXPENSES - FUND 592
FY 2016-17**

Account Number	Account Description	Expenses	Cost Code	Water %	Sewer %	Water Budget	Sewer Budget
592536000000	ADMINISTRATION						
592536702000	SALARIES & WAGES - ADMINISTRATIVE	\$86,096	A	50%	50%	\$43,048	\$43,048
592536715000	SOCIAL SECURITY - ADMINISTRATIVE	\$6,699	A	50%	50%	\$3,350	\$3,350
592536717000	RETIRE HEALTH & LIFE INS.	\$1,080	A	50%	50%	\$540	\$540
592536722000	RETIREMENT - ADMINISTRATIVE	\$11,043	A	50%	50%	\$5,522	\$5,522
592536722100	MEDICARE REIMBURSEMENT	\$1,180	A	50%	50%	\$590	\$590
592536757000	OPERATING SUPPLIES - ADMINISTRATIVE	\$2,000	A	50%	50%	\$1,000	\$1,000
592536818000	CONTRACTUAL SERVICES - ADMINISTRATIVE	\$25,700	A	50%	50%	\$12,850	\$12,850
592536818100	GPF WATER STUDY	\$0	O	100%	0%	\$0	\$0
592536914000	INSURANCE	\$8,880	A	65%	35%	\$5,772	\$3,108
592536958000	MEMBERSHIP & DUES	\$1,600	A	65%	35%	\$1,040	\$560
592536958001	TRAINING & SEMINARS	\$4,800	A	65%	35%	\$3,120	\$1,680
592536991000	2003 Revenue Bond PRINCIPAL	\$399,850	DS	100%	0%	\$399,850	\$0
592536992000	2003 Revenue Bond INTEREST		DS	100%	0%	\$0	\$0
592536991100	DWRF PRINCIPAL (Proj. 7301-01)	\$133,893	DS	100%	0%	\$133,893	\$0
592536992100	DWRF INTEREST (Proj. 7301-01)	\$0	DS	100%	0%	\$0	\$0
	DWRF PRINCIPAL (Proj. 7332-01)	\$247,030	DS	100%	0%	\$247,030	\$0
	DWRF INTEREST (Proj. 7332-01)	\$0	DS	100%	0%	\$0	\$0
592536991100	SRF PRINCIPAL (Proj. 5365-01)	\$204,284	DS	0%	100%	\$0	\$204,284
	SRF INTEREST (Proj. 5365-01)	\$0	DS	0%	100%	\$0	\$0
592536991999	BOND COVENANTS COVERAGE	\$0	DS	100%	0%	\$0	\$0
592536992999	DEBT RESERVE FUTURE PROJECTS	\$425,000	C	100%	0%	\$325,000	\$100,000
592536999101	TRANSF TO GENERAL FUND	\$25,000	A	50%	50%	\$12,500	\$12,500
592536999401	TRANSF TO MUNICIPAL IMPROVEMENTS FUND	\$0	DS	50%	50%	\$0	\$0
592536999640	TRANSF TO MOTOR VEHICLE & EQUIP. FUND	\$50,000	A	50%	50%	\$25,000	\$25,000
592536999650	TRF TO MANAGEMENT INFO. SERVICES FUND	\$0	A	50%	50%	\$0	\$0
592536999801	TRANSF TO BUILDING AUTHORITY	\$0	A	50%	50%	\$0	\$0
	DEPARTMENT TOTAL	\$1,634,135				\$1,220,104	\$414,031
592537000000	SEWER REPAIR & MAINTENANCE						
592537702000	SALARIES & WAGES	\$131,363	O	65%	35%	\$85,385.95	\$45,977.05
592537710000	OVERTIME	\$13,584	O	65%	35%	\$8,830	\$4,754
592537715000	SOCIAL SECURITY	\$12,559	O	65%	35%	\$8,163	\$4,396
592537722000	RETIREMENT	\$30,113	O	65%	35%	\$19,573	\$10,540
592537722100	MEDICARE REIMBURSEMENT	\$1,526	O	65%	35%	\$992	\$534
592537757000	OPERATING SUPPLIES	\$45,000	O	65%	35%	\$29,250	\$15,750
592537815000	WATER SERVICE - GLWA Commodity Charge	\$556,500	W	100%	0%	\$556,500	\$0
592537815100	-GLWA FIXED CHARGES	\$835,200	W(F)	100%	0%	\$835,200	\$0
592537816000	GLWA SEWER SERVICE CHRGs - Base Flow		S				
592537816100	-GLWA FIXED CHARGES	\$2,139,598	S(F)	0%	100%	\$0	\$2,139,598
592537816200	-GLWA IWC CHARGES	\$99,600	IWC	0%	100%	\$0	\$99,600
592537816300	-WAYNE COUNTY (GLWA Excess Flow Charges-5 Yr Avg)	\$0	S	0%	100%	\$0	\$0
592537816400	-NESDS FIXED CHARGES	\$235,859	S(WC)	0%	100%	\$0	\$235,859
592537818000	CONTRACTUAL SERVICES	\$26,500	D	65%	35%	\$17,225	\$9,275
592537948000	DEPRECIATION (INCLUDES REPLACEMENT)	\$750,000	D	54%	46%	\$405,000	\$345,000
592537970000	MINOR EQUIP	\$15,000	D	50%	50%	\$7,500	\$7,500
592537975003	\$2 GRANT ENGINEERING COSTS		O	0%	100%	\$0	\$0
592537975004	SRF ENGINEERING		C	0%	100%	\$0	\$0
592537975005	SRF BONDING COSTS		C	0%	100%	\$0	\$0
592537975006	SRF CONSTRUCTION	\$1,000,000	SRF	0%	100%	\$0	\$1,000,000
592537975007	SRF CONTINGENCIES		C	0%	100%	\$0	\$0
	SAW GRANT	\$111,000	SAW	0%	100%	\$0	\$111,000
592537975011	SEWER LINE ROOT CONTROL	\$10,000	O	0%	100%	\$0	\$10,000
592537975395	CROSS CONNECTION PROGRAM	\$8,700	A	100%	0%	\$8,700	\$0
592537975400	W/S CONCRETE REPAIR	\$85,000	D	65%	35%	\$55,250	\$29,750
592537975401	W/S ENG CONCRETE REPAIR	\$15,000	D	65%	35%	\$9,750	\$5,250
592537977000	EQUIPMENT	\$21,000	O	65%	35%	\$13,650	\$7,350
592537977200	DWRF BONDING COSTS	\$0	DS	100%	0%	\$0	\$0
592537977300	WATER METER REPLACEMENT	\$0	C	50%	50%	\$0	\$0
592537977310	ENGINEERING - WATER METER REPLACEMENT	\$0	C	50%	50%	\$0	\$0
592537977400	WATER LINE - DWRF	\$0	C	100%	0%	\$0	\$0
592537977410	ENGINEERING - WATERMAINS - DWRF	\$0	C	100%	0%	\$0	\$0
592537999640	TRANSF TO MOTOR VEHICLE & EQUIP. FUND	\$0	O,D	65%	35%	\$0	\$0
	DEPARTMENT TOTAL	\$6,143,102				\$2,060,969	\$4,082,133

Option 2: Increased Fixed and Commodity

**TABLE 5
CITY OF GROSSE POINTE WOODS
EXPENSES - FUND 592
FY 2016-17**

592538000000	BILLING						
592538702000	SALARIES & WAGES	\$88,468	B	50%	50%	\$44,234	\$44,234
592538710000	OVERTIME	\$1,000	B	50%	50%	\$500	\$500
592538715000	SOCIAL SECURITY	\$6,986	B	50%	50%	\$3,493	\$3,493
592538717000	RETIREE HEALTH & LIFE INS.	\$900	B	50%	50%	\$450	\$450
592538722000	RETIREMENT	\$15,382	B	50%	50%	\$7,691	\$7,691
592538722100	MEDICARE REIMBURSEMENT	\$860	B	50%	50%	\$430	\$430
592538757000	OPERATING SUPPLIES	\$16,750	B	50%	50%	\$8,375	\$8,375
592538818000	CONTRACTUAL SERVICES	\$7,500	B	50%	50%	\$3,750	\$3,750
592538818100	WATER/SEWER RATE STUDY	\$0	B	50%	50%	\$0	\$0
592538850000	EQUIP REPAIR/MAINT	\$0	B	50%	50%	\$0	\$0
	DEPARTMENT TOTAL	\$137,846				\$68,923	\$68,923
592542000000	STORM WATER PUMPING						
592542702000	SALARIES & WAGES - STORM	\$32,695	O	0%	100%	\$0	\$32,695
592542710000	OVERTIME	\$720	O	0%	100%	\$0	\$720
592542715000	SOCIAL SECURITY - STORM	\$2,528	A	0%	100%	\$0	\$2,528
592542722000	RETIREMENT - STORM	\$1,042	A	0%	100%	\$0	\$1,042
592542722100	MEDICARE REIMBURSEMENT	\$413	A	0%	100%	\$0	\$413
592542757000	OPERATING SUPPLIES - STORM	\$15,000	O	0%	100%	\$0	\$15,000
592542818000	CONTRACTUAL SERVICES - STORM	\$30,000	O	0%	100%	\$0	\$30,000
592542850000	EQUIP REPAIR/MAINT - STORM	\$1,200	D	0%	100%	\$0	\$1,200
592542921000	UTILITIES - STORM	\$10,450	O	0%	100%	\$0	\$10,450
592542974000	CAPITAL IMPROVEMENT - STORM	\$0	C	0%	100%	\$0	\$0
	DEPARTMENT TOTAL	\$94,048				\$0	\$94,048
592545000000	FRINGE BENEFITS						
592545710000	SICK/VAC PAY	\$0	O	52%	48%	\$0	\$0
592545710999	SICK/VAC PAY	\$20,000	O	52%	48%	\$10,400	\$9,600
592545711000	LONGEVITY/COLA	\$1,200	O	52%	48%	\$628	\$572
592545715000	SOCIAL SECURITY	\$1,622	O	52%	48%	\$848	\$774
592545717000	RETIREE HEALTH CARE	\$129,028	O	52%	48%	\$67,480	\$61,548
592545717200	RETIREE HEALTH CARE - OPEB	\$200,000	O	52%	48%	\$104,000	\$96,000
592545718000	PRESCRIPTION DRUG	\$15,000	O	52%	48%	\$7,845	\$7,155
592545719000	HOSPITAL/DENTAL/OPTICAL	\$71,140	O	52%	48%	\$37,206	\$33,934
592545720000	LIFE INSURANCE	\$1,617	O	52%	48%	\$846	\$771
592545721000	WORKERS COMP	\$3,510	O	52%	48%	\$1,836	\$1,674
592545722000	RETIREMENT	\$0	O	52%	48%	\$0	\$0
592545723000	SUPPLEMENTAL ANNUITY	\$35,795	O	52%	48%	\$18,720	\$17,075
592545725000	CLOTHING ALLOWANCE	\$4,000	O	52%	48%	\$2,092	\$1,908
592545726000	MISC INSURANCE	\$4,000	O	52%	48%	\$2,092	\$1,908
	DEPARTMENT TOTAL	\$486,912				\$253,992	\$232,920
Total Expenses		\$8,496,043				\$3,603,988	\$4,892,055
		Total Cost by Code					
	Administrative & Fixed Overhead	\$236,761	A			\$123,031	\$113,730
	Billing	\$137,846	B			\$68,923	\$68,923
	Operations & Maintenance	\$840,922	O			\$419,837	\$421,085
	GLWA Fixed Charges Sewer	\$2,139,598	S(F)			\$0	\$2,139,598
	GLWA Industrial Waste Control	\$99,600	IWC			\$0	\$99,600
	NESDS Fixed Charge	\$235,859	S(WC)			\$0	\$235,859
	Water Purchases - Commodity Charges	\$556,500	W			\$556,500	\$0
	Water Purchases - Fixed Charges	\$835,200	W(F)			\$835,200	\$0
	SRF Construction/SAW Grant	\$1,111,000	SRF/SAW			\$0	\$1,111,000
	Cash Financed CIP (Balanced to 0 with Revenue)	\$425,000	C			\$325,000	\$100,000
	Debt Service	\$985,057	DS			\$780,773	\$204,284
	Depreciation/Replacement	\$892,700	D			\$494,725	\$397,975
TOTAL		\$8,496,043				\$3,603,988	\$4,892,055