



CITY COUNCIL MEETING AGENDA

Marc D. Tall, Mayor
Ronald J. Beauchamp, Mayor Pro-Tem
Patricia A. Baribeau, Council Member
Ralph B. Blasier, Council Member
Michael R. Sattem, Council Member

James V. O'Toole, City Manager
Robert S. Richards, CMC, City Clerk
Ralph B.K. Peterson, City Attorney

City Council Chambers located at: City Hall - 410 Ludington Street - Room C101 - Escanaba, MI 49829

The Council has adopted a policy to use a Consent Agenda, when appropriate. All items listed with an asterisk (*) are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the General Order of Business and considered in its normal sequence on the Agenda.

Regular Meeting

Thursday, March 19, 2015, at 7:00 p.m.

CALL TO ORDER

ROLL CALL

INVOCATION/PLEDGE OF ALLEGIANCE – Pastor Scott White of the First Presbyterian Church

APPROVAL/CORRECTION(S) TO MINUTES – Regular Meeting – March 5, 2015

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION

BRIEF PUBLIC COMMENT

PUBLIC HEARING(S)

1. Public Hearing – Citizen Participation – 2015/16 Fiscal Year Budget Preparation.

Explanation: Each year, Council holds public hearings to facilitate input from its citizens for the City's next fiscal year budget. This is the third of five scheduled public hearings.

UNFINISHED BUSINESS – None

NEW BUSINESS

1. Approval – Use of Public Space – Paul Mitchell – The School – Cut and Color 5k Event.

Explanation: Wendy Eckert of Paul Mitchell the School is requesting Council approval to use the Ludington Park Pavilion on Saturday, April 4, 2015, from 7:00 a.m. to 2:00 p.m. for their annual Cut and Color 5k event. Administration is recommending Council approval provided the following conditions are met: 1) Proper insurance is provided naming the City of Escanaba and 2) The event sponsors provide all labor and material to clean up at the conclusion of the event.

2. Approval – Use of Public Space – DeGrand Enterprise, LLC – Catmando's.

Explanation: Degrand Enterprises, LLC, 1223 Ludington Street is requesting Council authorization to utilize public space (city sidewalk) contiguous to their building on May 29, 2015, in accordance with the City of Escanaba Sidewalk Use Policy. Additionally, they are requesting approval to close South 13th Street from Ludington Street to the alley on August 29, 2015 for their annual Wheelin Sportsmen fundraiser. Administration is recommending approval provided 1) proper insurance is provided to the City naming the City of Escanaba as an additional insured, 2) event sponsors provide all labor and material to clean up at the conclusion of the event, and 3) the rules and regulations of the Michigan Liquor Control Commission and the City of Escanaba Sidewalk Use Policy are followed.

Council Agenda - March 19, 2015

3. **Approval – Independence Firework Display.**

Explanation: Administration is seeking Council approval to retain Wolverine Fireworks of Kawkawlin, Michigan, in the amount of \$10,000 for the annual 4th of July Fireworks display. It is further requested Council authorize the contract amount to increase equal to community donations received for the fireworks display.

4. **Approval – Sanitation Services/Portable Restroom Contract.**

Explanation: Administration is seeking Council approval to contract with Stenberg Brothers, Inc. of Bark River, Michigan, for sanitation services/portable restrooms for City parks, ball fields and special events at their quoted prices through March 31, 2016.

5. **Approval – 2015 Summer Season - Ludington Park Concessionaires.**

Explanation: Administration is seeking Council approval to award Territory #2 in Ludington Park to Sticky Fingers Confections for the 2015 summer season. Additionally, Administration is seeking Council approval to award Territory #1 at the Escanaba Municipal Marina and Municipal Beach to Michael Chapman for the 2015 summer season.

6. **Update – Power Generation– City Manager’s Office.**

Explanation: Administration will update the Council and public on the latest developments related to the Escanaba Power Plant and the Upper Peninsula electrical situation, in general.

APPOINTMENTS

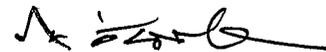
BOARD, COMMISSION, AND COMMITTEE REPORTS

GENERAL PUBLIC COMMENT

ANNOUNCEMENTS

ADJOURNMENT

Respectfully Submitted



James V. O'Toole
City Manager

**OFFICIAL PROCEEDINGS
CITY COUNCIL
CITY OF ESCANABA, MICHIGAN
Regular Council Meeting
Thursday, March 5, 2015**

The meeting was called to order by the Honorable Mayor Marc D. Tall at 7:00 p.m. in the Council Chambers of City Hall located at 410 Ludington Street.

Present: Mayor Marc D. Tall, Council Members, Patricia A. Baribeau, Ronald J. Beauchamp, Ralph B. Blasier, and Michael R. Sattem

Absent: None

Also Present: City Manager James V. O'Toole, City Department Heads, media, and members of the public.

Pastor Chris Johnson of the Christ the King Lutheran Church, gave the invocation and led Council in the Pledge of Allegiance.

Beauchamp moved, Blasier seconded, **CARRIED UNANIMOUSLY**, to approve Regular Meeting Minutes from February 19, 2015, as submitted.

ADJUSTMENTS TO THE AGENDA

Sattem moved, Beauchamp seconded, **CARRIED UNANIMOUSLY**, to approve the City Council Agenda as submitted.

CONFLICT OF INTEREST DECLARATION – None

BRIEF PUBLIC COMMENT

Power Plant employee Don Racicot questioned Council Members on the Sterling Group, if they were still interested in buying the plant.

PUBLIC HEARINGS – None

UNFINISHED BUSINESS – None

NEW BUSINESS

Approval – Use of Public Space -Municipal Dock Area and City Streets.

Bobbie Stacey sought approval of a request to use the Municipal Dock and public streets for their Annual Bay de Noc Home Run 10K and 5K/Kids Run on Saturday, May 23, 2015. Administration recommended approval provided the following conditions were met: 1) Proper insurance was provided naming the City of Escanaba as a loss payee and 2) The event sponsors provide all labor and material to clean up at the

City Council Minutes
March 5, 2015 – cont.
conclusion of the event.

NB-1 Blasier moved, Baribeau seconded, **CARRIED UNANIMOUSLY**, to approve a request from Bobbie Stacey to use the Municipal Dock and public streets for their Annual Bay de Noc Home Run 10K and 5K/Kids Run on Saturday, May 23, 2015, provided the following conditions were met: 1) Proper insurance was provided naming the City of Escanaba as a loss payee and 2) The event sponsors provide all labor and material to clean up at the conclusion of the event.

Approval – Professional Service Agreement – City Audit.

Administration sought Council approval to enter into a one (1) year professional service agreement with Anderson, Tackman and Company, of Escanaba, MI, in an amount not to exceed \$32,000 to perform the state mandated audit of all City accounts through the 2014/15 fiscal year budget.

NB- 2 Beauchamp moved, Blasier seconded, to approve to enter into a one (1) year professional service agreement with Anderson, Tackman and Company, of Escanaba, MI, in an amount not to exceed \$32,000 to perform the state mandated audit of all City accounts through the 2014/15 fiscal year budget.

Upon the call of the roll, the vote was as follows:

Ayes: Beauchamp, Blasier, Baribeau, Sattem, Tall
Nays: None

MOTION CARRIED.

Approval – Wastewater Digester Bio-Solids Removal and Hauling – Wastewater Department.

Administration requested Council approval of a bid from U.P. Environmental Service Inc., Bark River, MI, in the amount of \$54,000, to empty the Waste Water Treatment Plant Bio-Solid Digester and transport and inject Bio-Solids to the MDEQ approved land application site owned by the City of Escanaba.

NB-3 Blasier moved, Baribeau seconded, to approve of a bid from U.P. Environmental Service Inc., Bark River, MI, in the amount of \$54,000, to empty the Waste Water Treatment Plant Bio-Solid Digester and transport and inject Bio-Solids to the MDEQ approved land application site owned by the City of Escanaba.

Upon the call of the roll, the vote was as follows:

Ayes: Blasier, Baribeau, Sattem, Beauchamp, Tall
Nays: None

MOTION CARRIED.

Approval – High Pressure Cleaning, Inspection, Restoration and Sealing of the Bio-Solid Digester – Wastewater Department.

Administration requested Council approval of a bid from Terrazzo Creations & Renewal LLC, of Iron Mountain, MI. to perform high pressure cleaning, inspection and restoration where needed of the Waste Water Treatment Plant Bio-Solid Digester at the rates quoted not to exceed \$27,000. Additionally, Administration sought Council approval to retain Terrazzo Creations & Renewal, LLC to seal the upper portion of the Bio-Solid Digester in an amount not to exceed \$33,000 using Coal Tar Epoxy.

NB-4(a)Beauchamp moved, Baribeau seconded, to approve of a bid from Terrazzo Creations & Renewal LLC, of Iron Mountain, MI. to perform high pressure cleaning, inspection and restoration where needed of the Waste Water Treatment Plant Bio-Solid Digester at the rates quoted not to exceed \$27,000.

Upon the call of the roll, the vote was as follows:

Ayes: Beauchamp, Baribeau, Blasier, Sattem, Tall
Nays: None

MOTION CARRIED.

NB-4(b) Blasier moved, Sattem seconded, to approve to retain Terrazzo Creations & Renewal, LLC to seal the upper portion of the Bio-Solid Digester in an amount not to exceed \$33,000 using Coal Tar Epoxy.

Upon the call of the roll, the vote was as follows:

Ayes: Blasier, Sattem, Baribeau, Beauchamp, Tall
Nays: None

MOTION CARRIED.

Update – Michigan Court of Appeals – Menard’s vs. City of Escanaba.

Administration provided an update on the Menard’s vs. City of Escanaba appeal filed with the State of Michigan Court of Appeals.

- As of today all local taxing authorities; Delta County, Escanaba School, Bay College, Delta-Schoolcraft ISD, and Delta Area Transit Authority have joined in the fight. The State was the only taxing authority not currently joined in;
- Our Attorney has requested friends to file Amicus Briefs in support of the City’s position. The Michigan Association of Counties (MAC), Michigan Municipal League (MML) jointly with the Michigan Township Association (MTA), and Michigan Association of School Boards (MASB) have agreed to do so.

Update – Power Generation– City Manager’s Office.

Administration updated the Council and public on the latest developments related to the Escanaba Power Plant and the Upper Peninsula electrical situation in general.

- Purchase proposal from Sterling Energy Group, Inc., will be discussed at next week’s Joint City Council and Electrical Advisory Committee meeting;
- Substation construction is going great and is expected to be energized and tested on March 16, 2015;
- MISO has requested for a more detailed list on the damage at the substation;
- An estimated cost of \$1.5 million to get the substation and plant back up to capacity.

APPOINTMENT(S) TO CITY BOARDS, COMMISSIONS, AND COMMITTEES – None

BOARD, COMMISSION, AND COMMITTEE REPORTS

Council Members reviewed City Board and Commission meetings each attended since the last City Council Meeting.

GENERAL PUBLIC COMMENT – None

ANNOUNCEMENTS

- City Residents were reminded this weekend was Daylight Savings Time. Residents were reminded to reset their clocks and replace their smoke alarm batteries;
- City Residents were told that Elections Workers were needed for the May 5, 2015, Special Election;
- Mayor Tall Proclaimed – Arbor Day, April 24, 2015.

Hearing no further public comment, the Council adjourned at 7:30 p.m.

Respectfully submitted

Tammy Weissert
Deputy Clerk

Approved: _____
Marc D. Tall, Mayor

NB # 2
3/12/15

SPECIAL EVENT APPLICATION - CITY OF ESCANABA
Festivals, Parades, Races, Walkathons, Temporary Road Closures

DATE(S) OF EVENT: Saturday, April 4, 2015
Day of Week, Month, Day, Year (eg: Saturday, January 2, 2014)

NAME OF EVENT: Cut, Color Run

CONTACT INFORMATION (Please Print Clearly – Incomplete applications may be delayed)

Organization: Paul Mitchell the School - Escanaba

Contact Person: Mary Doyen Phone (day) [REDACTED]

Address: [REDACTED] Phone (evening): [REDACTED]

City: Escanaba E-mail: [REDACTED]

Postal Code 49829 Website: _____

Charitable Org #: _____ (If applicable) Event Phone: [REDACTED]

Fax: _____

Alternate Contact: Wendy Eckert [REDACTED]
(It is recommended that an alternate name & telephone number be provided)

** Do you grant the City of Escanaba, City Manager's Office permission to give your telephone number to the general public Yes No

LOCATION

City Park Name: Hudington Park

Building/Facility Name/Area: Pavillion / tennis courts

Road (s) Road Closure Required?: Partial Full

DATE/TIME

EVENT TIME
This is the time your event would be ready to accept participants or general public.

Event Begins
DATE: Sat. April 4th
TIME: 9:00 am

Event Ends
DATE: Sat. April 4th
TIME: 1:00 pm

SET UP TIME
When do you want the area reserved for your organization to ensure you have adequate time for set up and tear down.

Set Up Start
DATE: Sat. April 4th
TIME: 7:00 am

Tear Down End
DATE: Sat. April 4th
TIME: 2:00 pm

The collection, use and disclosure of personally identifying information submitted on this form will be used to facilitate the request to host a special event within the City of Escanaba. Applicants may, from time to time, be contacted by the City or a City-contracted third-party for the express purposes of gathering information about the proposed event, assessing satisfaction and/or obtaining feedback on services related to special events. Questions about this collection should be directed to the City Manager.

EVENT DETAILS

TYPE OF EVENT

- Parade Cycling Festival/Event
 Run Walkathon Other (specify) _____

ESTIMATED ATTENDANCE (please estimate all that apply)

Participants # <u>150</u>	Wheelchair Accessible Yes <input type="checkbox"/> No <input type="checkbox"/>
Bands # _____	For events on City Property are you seeking approval to charge:
Vehicles/Floats # _____	Admission Yes <input type="checkbox"/> No <input type="checkbox"/>
Volunteers # <u>20</u>	Parking Yes <input type="checkbox"/> No <input type="checkbox"/>
General Public # _____	Is this event: <input checked="" type="checkbox"/> Open to the Public <input type="checkbox"/> For Invited Guests only

EVENT ELEMENTS (complete to ensure proper permits are processed)

Power Requirements* Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Fireworks Yes <input type="checkbox"/> No <input type="checkbox"/>
Sound Amplification Yes <input type="checkbox"/> No <input type="checkbox"/>	Alcohol Yes <input type="checkbox"/> No <input type="checkbox"/>
Access to power if possible Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Live Music Yes <input type="checkbox"/> No <input type="checkbox"/>	
Tents/Temp. Structures Yes <input type="checkbox"/> No <input type="checkbox"/>	Size of tent(s): _____
Amusement Rides Yes <input type="checkbox"/> No <input type="checkbox"/>	Provider: _____
Inflatables Yes <input type="checkbox"/> No <input type="checkbox"/>	Provider: _____

FOOD & BEVERAGE

Will there be food & non alcoholic beverages sold? Yes No (continue to next page)

Food stand locations Indoor Outdoor Inside & Outside

What kinds of food will the Stands be selling? (check all that apply)

- | | | |
|---|---------------------------------------|--|
| <input type="checkbox"/> Chicken/seafood | <input type="checkbox"/> Soups/chilli | <input type="checkbox"/> Other foods (please list) |
| <input type="checkbox"/> Rice/pasta dishes | <input type="checkbox"/> Salad | _____ |
| <input type="checkbox"/> Pop, chips, candy | <input type="checkbox"/> Other meats | _____ |
| <input type="checkbox"/> Hotdogs/hamburgers | <input type="checkbox"/> Baked goods | _____ |

In the past, reservation fees have been waived if we cut hair for the less fortunate children in our area. Please Reservation Fees (check applicable box): Let me know if this still applies.

Thank you!

- Ludington Park Pavilion 1/2 day \$75 (resident) \$100 (non-resident)
- Ludington Park Pavilion full day \$100 (resident) \$125 (non-resident)
- Ludington Park Bandshell 1/2 day \$75 (resident) \$100 (non-resident)
- Ludington Park Bandshell full day \$100 (resident) \$125 (non-resident)
- Ludington Park Gazebo \$50 p/2 hour block (res) \$75 p/2 hour block (non-resident)
- Other Picnic or Gathering Areas \$35 p/day
- John D. Besse Park Pavilion 1/2 day \$75 (resident) \$100 (non-resident)
- John D. Besse Park Pavilion full day \$100 (resident) \$125 (non-resident)
- Lemerand Pavilion 1/2 day \$75 (resident) \$100 (non-resident)
- Lemerand Pavilion full day \$100 (resident) \$125 (non-resident)
- Lemerand Complex \$250 per day

Half Day Reservation: Cut-off time is 4:00 pm. Half-day reservations can be made before or after 4:00 pm.

EVENTS REQUESTING ROAD CLOSURE

Road closures must be approved by City Council. Once City Council has approved your road closure, changes cannot be made to your route without notification to the City Manager as a secondary Council Approval will have to be sought.

A detailed map of road closure **MUST** be included. Applicants must notify abutting properties of the closure at least 14 days in advance of the event. This notification letter must be approved by the City Manager's Office. If there are any SPECIAL REQUESTS that you would like City to consider, please outline them on a separate paper and attach.

DEFINE THE CLOSURE LIMITS – ATTACH A DETAILED MAP

I have read and understood the Special Events Application.

I will notify the City Manager's Office of any changes to my event application at least fourteen (14) days in advance of the event.

I have received a copy, read and understand the contents of the City of Escanaba Policy and Procedures No. 060101-10, Alcohol in Public Places (if applicable).

Mary Doyen
Event Organizer Signature

Mary Doyen 1/15/15
Print Name & Date

2015 - SPECIAL EVENT APPLICATION - CITY OF ESCANABA
Festivals, Parades, Races, Walkathons, Temporary Road Closures

DATE(S) OF EVENT: Saturday May 29, 2015 / Saturday August 29, 2015
Day of Week, Month, Day, Year (eg: Saturday, January 2, 2014)

NAME OF EVENT:

CONTACT INFORMATION (Please Print Clearly - Incomplete applications may be delayed)

Organization: DeGrand Enterprise LLC (catmandos)
Contact Person: Judi DeGrand Phone (day) [REDACTED]
Address: [REDACTED] Phone (evening): [REDACTED]
City: [REDACTED] E-mail: [REDACTED]
Postal Code [REDACTED] Website: _____
Charitable Org #: _____ Event Phone: _____
(If applicable) Fax: _____
Alternate Contact: John DeGrand [REDACTED]
(It is recommended that an alternate name & telephone number be provided)

**Do you grant the City of Escanaba, City Manager's Office permission to give your telephone number to the general public Yes No

LOCATION

City Park Name: Catmando's
 Building/Facility Name/Area: South 13th Street between Ludington + alley
 Road (s) Road Closure Required?: Partial Full

DATE/TIME

EVENT TIME This is the time your event would be ready to accept participants or general public.	Event Begins DATE: <u>August 29, 2015</u> TIME: <u>Noon</u>	Event Ends DATE: <u>August 29, 2015</u> TIME: <u>10:00 p.m.</u>
	SET UP TIME When do you want the area reserved for your organization to ensure you have adequate time for set up and tear down.	Set Up Start DATE: <u>August 29, 2015</u> TIME: <u>9:00 a.m.</u>

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May - Gun Run
August - Wheelie Sportman Fundraiser

EVENT DETAILS

TYPE OF EVENT

- Parade Cycling Festival/Event
 Run Walkathon Other (specify) Fundraiser

ESTIMATED ATTENDANCE (please estimate all that apply)

Participants # 150 approx
 Bands # 2
 Vehicles/Floats # 3
 Volunteers # 10
 General Public # _____

Wheelchair Accessible Yes No

For events on City Property are you seeking approval to charge:

Admission Yes No

Parking Yes No

Is this event: Open to the Public
 For Invited Guests only

EVENT ELEMENTS (complete to ensure proper permits are processed)

Power Requirements* Yes No Fireworks Yes No
 Sound Amplification Yes No Alcohol Yes No
 Access to power if possible Yes No
 Live Music Yes No
 Tents/Temp. Structures Yes No Size of tent(s): 10 x 20
 Amusement Rides Yes No Provider: _____
 Inflatables Yes No Provider: Bosk

FOOD & BEVERAGE

Will there be food & non alcoholic beverages sold? Yes No (continue to next page)

Food stand locations Indoor Outdoor Inside & Outside

What kinds of food will the Stands be selling? (check all that apply)

- Chicken/seafood Soups/chilli Other foods (please list)
 Rice/pasta dishes Salad French Fries
 Pop, chips, candy Other meats _____
 Hotdogs/hamburgers Baked goods _____

Reservation Fees (check applicable box):

- Ludington Park Pavilion 1/2 day \$75 (resident) \$100 (non-resident)
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DEFINE THE CLOSURE LIMITS – ATTACH A DETAILED MAP

I have read and understood the Special Events Application.

I will notify the City Manager's Office of any changes to my event application at least fourteen (14) days in advance of the event.

I have received a copy, read and understand the contents of the City of Escanaba Policy and Procedures No. 060101-10, Alcohol in Public Places (if applicable).

Judith DeGrand
Event Organizer Signature

Judith DeGrand 3-10-15
Print Name & Date

3-10-2015

DeGrand Enterprise, LLC (Cat-man-do's)
1223 Ludington
Escanaba, MI 49829 906-399-8354

REQUESTING PERMISSION FOR OUTDOOR SERVICE
ON MAY 29th, 2015 and AUGUST 29th 2015

MAY 29th - FUN RUN PARADE

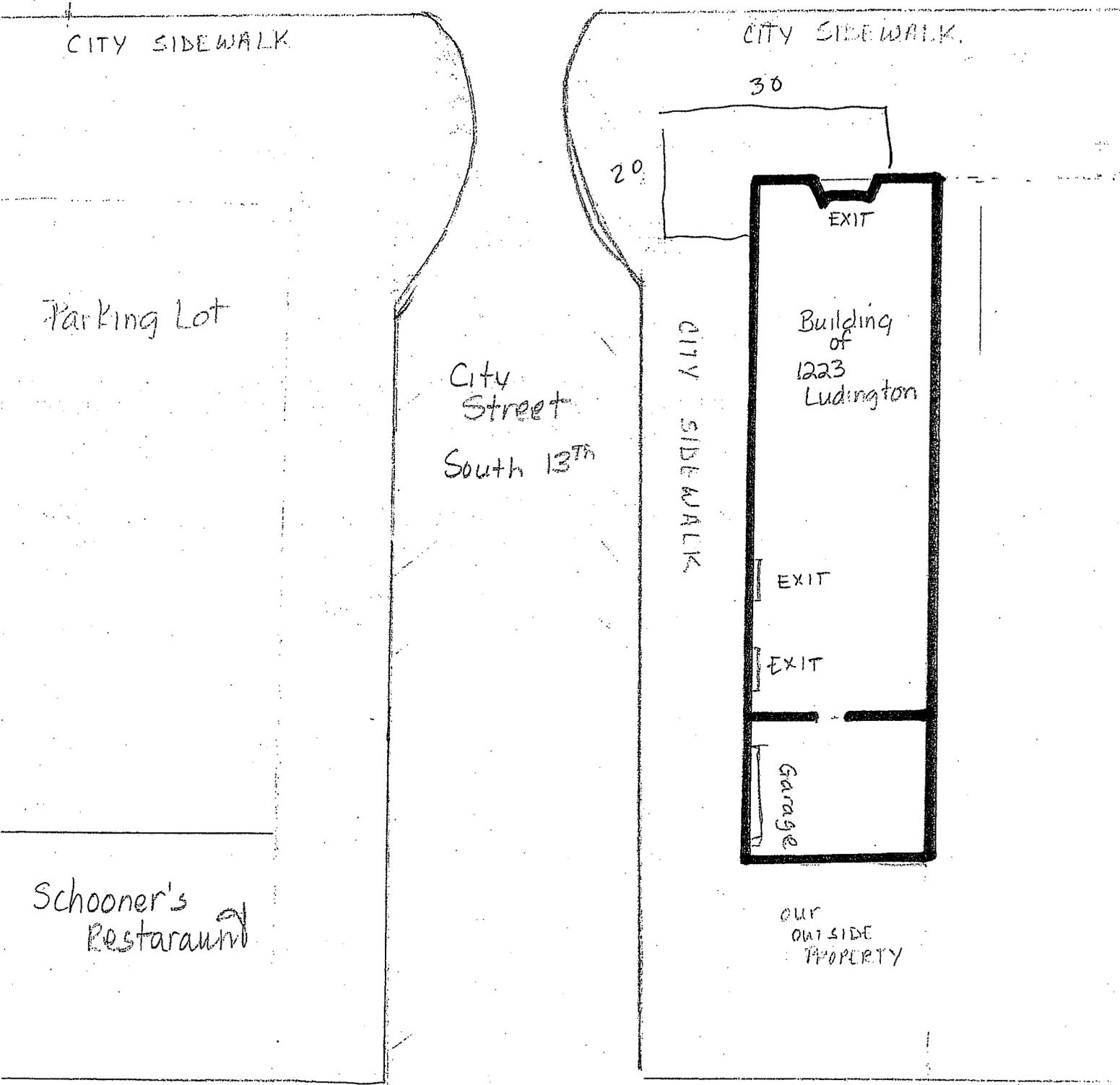
Requesting outdoor space 20' x 30' for
seating to watch a parade being held by another
Group.

August 29th -

Requesting City to Block off street to set
up displays from Wheelin' Sportsmen Group
and a stage for live music
80' x 100'

Ludington street
(Parade route)

May 29th 2015



CITY SIDEWALK

CITY SIDEWALK

30

20

Parking Lot

City Street
South 13th

CITY SIDEWALK

Building
of
1223
Ludington

EXIT

EXIT

EXIT

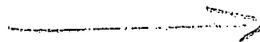
Garage

Schooner's
Restaraum

OUR
OUTSIDE
PROPERTY



ALLEY WAY



AUGUST 21, 2013

Ludington street (Parade route)

CITY SIDEWALK

CITY SIDEWALK

80'

Parking Lot

City Street

South 13th

100'

CITY SIDEWALK

Building of
1223
Ludington

EXIT

EXIT

EXIT

Garage

Schooner's
Restaurant

our
OUTSIDE
PROPERTY



ALLEY WAY





Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 Constitution Hall - 525 W. Allegan, Lansing, MI 48933
 Mailing Address: PO Box 30005, Lansing, MI 48909
 Toll Free (866) 813-0011 • www.michigan.gov/lcc

Business ID: _____
 Request ID: _____
 (For MLCC use only)

Application for Temporary Authorization

(Authorized by R436.1023(2)(3), R436.1403(2), R436.1407 and R436.1419 of the M.A.C.)

A non-refundable inspection fee of \$70.00 is required with the submission of your application.

Part 1: Applicant Information

Name of licensee: DeGrand Enterprise LLC (Cat-man-do's)
 Address of business: [Redacted] MI 49829
 Name of Contact: Judi DeGrand License type and number: _____
 Business Phone: [Redacted] Fax number: [Redacted] E-mail address: [Redacted]

Part 2: Type of Event

Specifically describe the type of event(s) being held for each date requested:
 May 29th 2015 - outdoor service to watch Fun Run Parade held by City
 August 29th 2015 - Wheelin' Sportsmen Fundraiser with Food + Displays + Bounce houses.

Please check below if your event will include any of the following:

- Dancing Classic Cars Tournaments Contests Motorcycles Concerts Competitive Fight

*Include this information on your diagram in order to provide an accurate site plan. Enclose a copy (if created) of promotional materials/flyers.

Part 3: Temporary Authorization for Outdoor Service - Please complete, if applicable

Dates requested: May 29th 2015 + August 29, 2015

1. What are the dimensions of the proposed area? _____ feet by _____ feet. see attached
 2. What is the type and height of the barrier that will be used to enclose the area? 5' snow fence attached to 4x4 cement buckets

Note: Pursuant to administrative rule R 436.1419(2), the outdoor service area must be well-defined and clearly marked for the proposed outdoor service area and pursuant to rule 436.1003, the outdoor service area must comply with local ordinances.

3. Will the proposed outdoor service area be connected to the licensed premises? Yes No
 If you answered "no", what is the distance? _____
 4. Is the entrance/exit point(s) for the proposed outdoor service area through the licensed premises? Yes No
 5. Are there any dedicated streets or intervening property between the licensed premises and the proposed area? Yes No
 If you answered "yes", please explain (and include this information on your diagram): _____

6. Describe the type of security that will be used for the event(s) and how they will be utilized to secure and monitor to prevent sales to minors and sales to visibly intoxicated persons. 2 addition Floor managers and 2 additional servers for tables all TAM certified

7. Is the location of the proposed area owned, rented or leased by the licensee? Yes No city permission attached
 If you answered "no", you must provide a lease or written permission for the proposed area with this application.

8. Is the location of the proposed area located on property owned by the city, village or township? Yes No

9. Is location of the proposed area in the same governmental unit as the licensed premises? Yes No
 If you answered "no", please explain: _____

10. Does your license currently include an Additional Bar Permit? Yes No
 If you answered "no", you will be restricted to table service only unless you submit a request for a new additional bar permit.

In addition to the questions above it is required that you submit a clear/legible diagram which indicates where the licensed premises is located in conjunction to the proposed temporary outdoor service area. Also **make sure that the diagram contains the same information that is asked in Part 3, questions 1 through 10 of this application.**

Part 3 Continued - Please check temporary permits needed for your event.

Note: You do not need to request temporary authorization for permits that are currently held in conjunction with your licensed business.

Temporary Dance Permit - Temporary authorization for this permit **does not** require a recommendation from local law enforcement.
The dance floor must be at least 100 square feet, clearly marked, and shall not have tables, chairs and other obstacles on the dance floor while customers are dancing.
Please state the days and times for the permit requested _____

Temporary Entertainment Permit - (Temporary authorization for entertainment does not allow for topless activity on the licensed premises)
Temporary authorization for this permit **does not** require a recommendation from local law enforcement.

A. Please state the dates and times for the permit: _____

B. Describe the type of entertainment to be provided: _____

C. If the entertainment permit includes a contest with prizes totaling over \$250.00 in retail value, please complete the following questions. In addition, form LC--147 needs to be completed and submitted with this application:

1. Explain, in detail, the rules of the contest (Attach another page, if needed)

2. Describe and state the retail value of each prize to be awarded

3. Specify who will be paying for and supplying the prizes.

4. Will there be any alcoholic beverage items with a brand name logo used as prizes for part of the contest?

5. Is there a cover charge or entrance fee for the contest or tournament?

important: No alcoholic beverages may be used as part of any contest or as a prize for the contest.
No licensee may receive anything of value from another licensee without prior MLCC approval.

Temporary Specific Purpose Permit for Difference in Hours of Operation - **Requires** recommendation from local law enforcement
Please state the dates and times for the permit: _____
Please indicate the type of permit used that requires extended hours: _____

Temporary Extended Hours Permit for Difference in Hours of Operation - **Does not** require recommendation from local law enforcement
Please state the dates and times for the permit: _____
Please indicate the type of permit used that requires extended hours: _____

Hours of Operation

Weekdays and Saturdays - Beer, wine, and spirits may be sold from 7:00 a.m. to 2:00 a.m. of the next day, provided that the sale of spirits is legal in the governmental unit where the license is desired.

Sundays - Legal hours of sale on Sundays are from 7:00 a.m. until 2:00 a.m. of the next day, provided the sale of alcoholic beverages on Sunday is legal in the governmental unit and the appropriate permit has been approved by the Commission and the permit has been issued.

Part 4. Warning, Authorized Signatures, and Law Enforcement/Local Approvals

WARNING: Section 1003 of the Liquor Control Code of 1998, being MCL 436.2003, provides in part as follows: "A person who makes a false or fraudulent statement to the Commission, orally or in writing, for the purpose of inducing the Commission to act or refrain from taking action, or for the purpose of enabling or assisting a person to evade the provisions of this act is guilty of a violation of this act and is punishable in the manner provided for in section 909..."

I hereby swear that I have read all of the above answers and that they are true and further that I have read and understand the warning.

The licensee, an authorized corporate officer, or member of a limited liability company must sign this application.

Licensee signature Judith D DeGrand
Print name and title Judith D. DeGrand owner
Print contact name Same
Area code and phone number [REDACTED]
Area code and fax number [REDACTED]
E-mail [REDACTED]
Date of Application [REDACTED]

The Police Chief or Sheriff who has jurisdiction recommends this request for temporary authorization.

Name and signature of police chief or sheriff K.A. VANDERLINDEN [Signature]
Print name of police agency ESCANABA DEPT. OF PUBLIC SAFETY
Address of Agency 1900 3rd AVE NORTH, ESCANABA
Area code and telephone number 906.786.5911
Area code and fax number 906.786.6030
E-mail KVanderlinden@escanaba.org

NB#3
cc 3/12/15

MEMORANDUM

March 11, 2015

TO: Jim O'Toole, City Manager
Robert Richards, City Clerk

FROM: Thomas Penegor, Recreation Director

SUBJECT: City Council Agenda of Thursday, March 19, 2015

AWARD OF BID TO PROVIDE LABOR, EQUIPMENT, MATERIALS AND INSURANCE FOR INDEPENDENCE DAY FIREWORKS DISPLAYS AT LUDINGTON PARK

Proposals were received on March 3, 2015 for providing labor, equipment, materials and insurance for the Independence Day Fireworks display at Ludington Park. Three (3) invitations to submit proposals were sent to contractors with one (1) received. It is recommended the Fireworks Display contract be awarded to Wolverine Fireworks of Kawkawlin, Michigan in the amount of \$10,000 for each display. It is further requested Council authorize the contract amount to increase equal to community donations received for the fireworks display.



Wolverine FIREWORKS

205 West Seidlers Rd. • Kawkawlin, MI 48631
Phone: 989.662.0121 • Fax: 989.662.0122

Display, Inc.

Visit us at www.wolverinefireworks.com

2/23/2015

Escanaba City Clerk Office
Fireworks Proposal
P.O. Box 948
Escanaba, MI 49829

To Whom It May Concern:

Enclosed, please find our bid for your Independence Day Fireworks Display along with a cashiers check in the amount of \$1,000.00 as requested in the bid form.

The total price of this show with insurance and labor comes to \$16,818.45. With a discount of \$6,818.45, the final price of each show would be \$10,000.00. In these proposals I am assuming again that you will be providing 2 hotel rooms, sand to bury the 8" and 10" mortars and the heavy machinery for the show, as you have done in past years. These would also include \$200 for each show in labor for 2 people in Escanaba to help with set up and tear down (\$50 a day for two days each, so \$200 total) also as we did last year.

Thank you, once again, for allowing us the opportunity to be a part of your celebration. If you have any questions feel free to give me a call.

Best Regards,



Jenny Campau,
Display Manager



Wolverine FIREWORKS

205 West Seidlers Rd. • Kawkawlin, MI 48631
Phone: 989.662.0121 • Fax: 989.662.0122

Display, Inc.

Visit us at www.wolverinefireworks.com

\$10,000.00 Proposal
Escanaba, Michigan
July 4, 2015
Includes Insurance & Labor

Main

12	3"	U.S. Designer Assorted Color Peony & Chrysanthemums
12	3"	Flower Basket Assorted
24	3"	An Ping
24	3"	Flower Basket Salutes

Total

72

36	4"	Flower King Assorted
36	4"	Hasu <i>Pastel Color</i> Shells
3	4"	Brocade Crown w/Crackling Pistil
3	4"	White Glittering w/Blue Pistil
3	4"	Fine Willow

Total

81

24	5"	Lidu Assorted W/Tails
18	5"	Flower King Assorted
24	5"	Flower Basket Assorted
24	5"	Yung Feng <i>Highest Quality</i> Special Effect Shells *Includes Nishiki Kamuros, Crossettes, Willows, Cycas Blooms, Cherry Blossoms, etc...
3	5"	Crossette's

Total

93

20	6"	Flower King Assorted Shells
20	6"	Liu Yang Assorted Shells



Wolverine FIREWORKS

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Phone: 989.662.0121 • Fax: 989.662.0122

Display, Inc.

Visit us at www.wolverinefireworks.com

\$10,000.00 Proposal

Escanaba, Michigan

July 4, 2015

Includes Insurance & Labor

- | | | |
|----|----|---|
| 20 | 6" | Hasu <i>Pastel Color and Pattern</i> Shells
*Includes Purple Spiral, Smiley Face, Stained Glass, Red Heart, Red Star in Blue Ring, Lime Cube, White Lightning Bolt, Classic Lemon Shell of Shells, Twilight Glitter & Magenta Umbrella, Lemon Criss-Cross, Blue Bowtie, etc... |
| 9 | 6" | An Ping Assorted Shells |

Total

69

- | | | |
|----|----|---|
| 4 | 8" | Panda Assorted |
| 12 | 8" | Lidu Assorted W/Tails |
| 6 | 8" | US Designer Assorted Glittering Effects |
| 4 | 8" | Yung Feng <i>Pastel Color, Highest Quality</i> Special Effect Shells
*Includes Aqua Peony in Pink Circle w/Brocade Waterfall Pistil; Rising Lemon Flowers to Bright Lemon Peony in Magenta Circle; Orange, Lemon & Magenta Color Mixed Peony w/Spangle Crackling Pistil; Three Color Changing Peony Magenta to Aqua to Flash w/Small Variegated Flowers. |

Total

26

- | | | |
|---|-----|---|
| 2 | 10" | 1/2 Purple/Silver w/1/2 Purple Silver Tail |
| 2 | 10" | Blue to Silver to Red Peony w/Silver Pistil |
| 4 | 10" | Gold Weeping Willow |
| 4 | 10" | Chrysanthemum w/Many Layer Pistil w/Tail |
| 4 | 10" | Crackling Nishiki Kamuro Niagara Falls |

Total

16



Wolverine FIREWORKS

205 West Seidlers Rd. • Kawkawlin, MI 48631
 Phone: 989.662.0121 • Fax: 989.662.0122

Display, Inc.

Visit us at www.wolverinefireworks.com

\$10,000.00 Proposal
Escanaba, Michigan
July 4, 2015
Includes Insurance & Labor

Finale

60	2.5"	Assorted Color & Report
60	3"	Tiger Tail Salutes Red White Blue Chained 12/1
108	3"	Color & Report Chained 12/1
80	4"	Brocade to Color 10/1
6	5"	Assorted Color Chained 6/1
4	6"	Assorted Color Chained 4/1
3	8"	Lidu Specialty Shell
1	10"	Lidu Three Time Brocade Crossett

Total
322

	2.5"	3"	4"	5"	6"	8"	10"	<u>TOTALS</u>
Main		72	81	93	69	26	16	357
Percentage		20%	23%	26%	19%	7%	4%	
Finale	60	168	80	6	4	3	1	262

INDEPENDENCE DAY DISPLAY
PROPOSAL FORM

Date 2/23/15

Labor, Equipment, Materials and Insurance for the 2015 Independence Day Fireworks Display at Escanaba, Michigan.

We the undersigned, do hereby agree to furnish all labor, equipment, materials and insurance for the Independence Day Fireworks Display at Ludington Park, Escanaba, Michigan, in conformance with attached specifications for the following amount:

3" shells from Worksheet A	<u>\$392.04</u>
4" shells from Worksheet B	<u>\$980.10</u>
5" shells from Worksheet C	<u>\$2,030.74</u>
6" shells from Worksheet D	<u>\$2,049.30</u>
8" shells from Worksheet E	<u>\$1,742.40</u>
10" shells from Worksheet F	<u>\$2,237.40</u>
Finale 3" & 4" shells, wicked and provide racks, from Worksheet G	<u>\$2,626.47</u>
Other Shells/Special Effects from Worksheet I	<u>\$0.00</u>
Subtotal Fireworks	<u>\$12,058.45</u>

Labor and Expenses

Fireworks Operator(s) , tube cleaner(s) , and loader(s) salaries and wages from Worksheet J	<u>\$1,680.00</u>
---	-------------------

Expenses; i.e., mileage, meals, etc. from Worksheet J	<u>\$1,880.00</u>
---	-------------------

Other labor charges or expenses from Worksheet H	<u>\$0.00</u>
--	---------------

Subtotal Labor and Expenses	<u>\$3,560.00</u>
------------------------------------	--------------------------

Insurance

Worker's Comp.	<u>Included</u>
----------------	-----------------

Comprehensive General Liability	<u>\$1,200.00</u>
---------------------------------	-------------------

Auto Liability Subtotal Insurance	<u>Included</u>
-----------------------------------	-----------------

Other: (specify) -

Sub Total	<u>\$16,818.45</u>
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Discount	<u>\$6,818.45</u>
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TOTAL PROPOSAL AMOUNT (fireworks, labor, insurance and other)	<u>\$10,000.00</u>
--	---------------------------

Certified Check, Cashier's Check, or Bidder's Bond enclosed in the amount of: (10% of total proposal amount) Submitted,

FIRM: Wolverine Fireworks Display, Inc.

ADDRESS: 205 W. Seilders Rd.

CITY/STATE: Kawkawlin, MI ZIP: 48631

BY: Jennifer Campau TITLE: Display Manager

SIGNATURE: Jennifer Campau

INDEPENDENCE DAY DISPLAY
Worksheet A
Three Inch (3") Aerial Shells

Provide information on all 3" shells you intend to furnish in this proposal.

Type/Name of shell	*Shell Rating	Open Stock Price/Cat. Page	Bid Price Per Shell	# of Shells	Amount	Origin
USD	Special/Fancy	\$ 6.05	\$ 5.45	12	\$ 65.34	China
Flower Basket	Single	\$ 6.05	\$ 5.45	12	\$ 65.34	China
Flower Basket Salutes	Single	\$ 6.05	\$ 5.45	24	\$ 130.68	China
An Ping	Special/Fancy	\$ 6.05	\$ 5.45	24	\$ 130.68	China
Totals				72	\$ 392.04	

*Ratings: *Single Break
* Two Break/Multiple
* Special/Fancy

Ratings Summary/Distribution
Single Break 36
Two Break/Multiple Shells
Special/Fancy Shells 36

INDEPENDENCE DAY DISPLAY
Worksheet B
Four Inch (4") Aerial Shells

Provide information on all 4" shells you intend to furnish in this proposal.

Type/Name of shell	*Shell Rating	Open Stock Price/Cat. Page	Bid Price Per Shell	# of Shells	Amount	Origin
Flower King	Single	\$ 11.83	\$ 10.64	36	\$ 383.13	China
Hasu	Single/Special	\$ 11.83	\$ 10.64	36	\$ 383.13	China
Flower Basket	Two Break	\$ 26.40	\$ 23.76	3	\$ 71.28	China
Flower Basket	Willow	\$ 26.40	\$ 23.76	3	\$ 71.28	China
Flower Basket	Diadem	\$ 26.40	\$ 23.76	3	\$ 71.28	China
Totals				81	\$ 980.10	

*Ratings: *Single Break
* Two Break/Multiple
* Special/Fancy

Ratings Summary/Distribution
Single Break 36
Two Break/Multiple Shel 9
Special/Fancy Shells 36

INDEPENDENCE DAY DISPLAY
Worksheet C
Five Inch (5") Aerial Shells

Provide information on all 5" shells you intend to furnish in this proposal.

Type/Name of shell	*Shell Rating	Open Stock Price/Cat. Page	Bid Price Per Shell	# of Shells	Amount	Origin
Lidu Asst. w/Tails	Single	\$ 17.60	\$ 15.84	24	\$ 380.16	China
Flower King	Single	\$ 17.60	\$ 15.84	18	\$ 285.12	China
Flower Basket	Single	\$ 17.60	\$ 15.84	24	\$ 380.16	China
Yung Feng	Special/Fancy	\$ 40.15	\$ 36.14	24	\$ 867.24	China
USD	Two Break	\$ 43.73	\$ 39.35	3	\$ 118.06	China
Totals				93	\$ 2,030.74	

*Ratings: *Single Break

* Two Break/Multiple

* Special/Fancy

Ratings Summary/Distribution

Single Break 66

Two Break/Multiple Shel 3

Special/Fancy Shells 24

INDEPENDENCE DAY DISPLAY

Worksheet D

Six Inch (6") Aerial Shells

Provide information on all 6" shells you intend to furnish in this proposal.

Type/Name of shell	*Shell Rating	Open Stock Price/Cat. Page	Bid Price Per Shell	# of Shells	Amount	Origin
Flower King	Single	\$ 33.00	\$ 29.70	20	\$ 594.00	China
Liu Yang	Single	\$ 33.00	\$ 29.70	20	\$ 594.00	China
Hasu	Single/Special	\$ 33.00	\$ 29.70	20	\$ 594.00	China
An Ping	Single/Special	\$ 33.00	\$ 29.70	9	\$ 267.30	China
Totals				69	\$ 2,049.30	

*Ratings: *Single Break

* Two Break/Multiple

* Special/Fancy

Ratings Summary/Distribution

Single Break 40

Two Break/Multiple Shells

Special/Fancy Shells 29

INDEPENDENCE DAY DISPLAY

Worksheet E

Eight Inch (8") Aerial Shells

Provide information on all 8" shells you intend to furnish in this proposal.

Type/Name of shell	*Shell Rating	Open Stock Price/Cat.Page	Bid Price Per Shell	# of Shells	Amount	Origin
Panda	Single/Special	\$ 66.00	\$ 59.40	4	\$ 237.60	China
Lidu Asst. w/Tails	Single/Special	\$ 66.00	\$ 59.40	12	\$ 712.80	China
USD	Single/Special	\$ 66.00	\$ 59.40	6	\$ 356.40	China
Yung Feng	Special Fancy	\$ 121.00	\$ 108.90	4	\$ 435.60	China
Totals				26	\$ 1,742.40	

*Ratings: *Single Break
 * Two Break/Multiple
 * Special/Fancy

Ratings Summary/Distribution
 # Single Break
 # Two Break/Multiple Shells
 # Special/Fancy Shells

INDEPENDENCE DAY DISPLAY
Worksheet F
Ten Inch (10") Aerial Shells

Provide information on all 10" shells you intend to furnish in this proposal.

Type/Name of shell	*Shell Rating	Open Stock Price/Cat.Page	Bid Price Per Shell	# of Shells	Amount	Origin
Lidu Asst. w/Tails	Single/Special	\$ 143.00	\$ 128.70	14	\$ 1,801.80	China
Yung Feng	Special/Fancy	\$ 242.00	\$ 217.80	2	\$ 435.60	China
Totals				16	\$ 2,237.40	

*Ratings: *Single Break
* Two Break/Multiple
* Special/Fancy

Ratings Summary/Distribution
Single Break
Two Break/Multiple Shells
Special/Fancy Shells

INDEPENDENCE DAY DISPLAY
Worksheet H (Independence Day)
Finale Shells

Provide information on all finale shells you intend to furnish in this proposal.

Type/Name of shell	*Shell Rating	Open Stock Price/Cat. Page	Bid Price Per Shell	# of Sets/shells	Amount	Origin
Lidu	2.5" Special	\$ 38.50	\$ 34.65	5	\$173.25	China
USD	3" Special	\$ 88.00	\$ 79.20	5	\$396.00	China
USD	3" Special	\$ 88.00	\$ 79.20	9	\$712.80	China
USD	4" Special	\$ 121.00	\$ 108.90	8	\$871.20	China
Flower Basket	5" Special	\$ 74.80	\$ 67.32	1	\$67.32	China
Flower Basket	6" Special	\$ 110.00	\$ 99.00	1	\$99.00	China
Lidu	8" Special	\$ 66.00	\$ 59.40	3	\$178.20	China
Lidu	10" Special	\$ 143.00	\$ 128.70	1	\$128.70	China
Totals				33	\$2,626.47	

*Ratings: *Single Break
* Two Break/Multiple
* Special/Fancy

Ratings Summary/Distribution
Single Break
Two Break/Multiple Shells
Special/Fancy Shells

CERTIFICATE OF INSURANCE

ISSUE DATE 1/29/2015

PRODUCER PROFESSIONAL PROGRAM INSURANCE BROKERAGE 371 BEL MARIN KEYS BLVD., SUITE 220 NOVATO CA, 94949-5662	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER, THIS CERTIFICATE DOES NOT AMEND, EXTEND OR LATER THE COVERAGE AFFORDED BY THE POLICIES BELOW. <p style="text-align: center;">INSURER(S) AFFORDING COVERAGE</p> INSURER A: LLOYD'S OF LONDON INSURER B: INSURER C: INSURER D:
INSURED Wolverine Fireworks Display, Inc. 205 W. Seidlers Road Kawkawlin, MI 48631	INSURER B: INSURER C: INSURER D:

COVERAGES
 THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE NAMED INSURED ABOVE FOR THE PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY CLAIMS MADE GEN'L AGGREGATE LIMIT APPLIES PER POLICY	PY/15-0010	02/01/2015	02/01/2016	EACH ACCIDENT \$ 5,000,000
					MEDICAL EXP (Any one person) \$
					FIRE LEGAL LIABILITY \$ 50,000
					GENERAL AGGREGATE \$ 5,000,000
					PRODUCTS-COMP/OPS AGG \$
	AUTOMOBILE LIABILITY — ANY AUTO — ANY OWNED AUTOS — SCHEDULED AUTOS — HIRED AUTOS — NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	EXCESS LIABILITY FOLLOWING FORM				EACH ACCIDENT \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATUTORY LIMITS OTH-ER \$ E.L. EACH ACCIDENT \$ E.L. DISEASE-EA EMPLOYEE \$ E.L. DISEASE-POLICY LIMIT \$
	OTHER				

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS
 Certificate of Insurance is Issued as proof of Insurance only.

CERTIFICATE HOLDER To Whom It May Concern	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE
---	---

WORKERS COMPENSATION AND EMPLOYERS LIABILITY
INSURANCE POLICY



AR INFORMATION PAGE

175 Berkeley Street Boston, MA 02116

Issued by **LM INSURANCE CORPORATION** 27243

Policy Number WC5-34S-319949-025 Issuing Office 0354
RENEWAL OF: WC5-34S-319949-024 Issue Date 12-31-14
Account Number 4-319949 Sub Account 0000

1. Insured and Mailing Address
**WOLVERINE FIREWORKS DISPLAY CO INC JART
LEASING LLC**

205 W SEIDLERS RD

MI RISK ID 2402220A

KAWKAWLIN, MI 48631

Status 03 - CORPORATION

Other workplaces not shown above: SEE ITEM 4. PREMIUM- EXTENSION OF INFORMATION PAGE

2. Policy Period: The policy period is from 01-02-2015 to 01-02-2016 12:01 A.M. standard time at the Insured's mailing address.

3. Coverage

A. Workers Compensation Insurance: Part One of the policy applies to the Workers Compensation Law of the states listed here: **MI**

B. Employers Liability Insurance: Part Two of the policy applies to work in each state listed in Item 3.A. The limits of our liability under Part Two are:

Bodily Injury by Accident \$ 1,000,000 each accident
Bodily Injury by Disease \$ 1,000,000 policy limit
Bodily Injury by Disease \$ 1,000,000 each employee

C. Other States Insurance: Part Three of the policy applies to the states, if any, listed here:

REFER TO RESIDUAL MARKET LIMITED OTHER STATES INSURANCE ENDORSEMENT WC 00 03 26A

D. This policy includes these endorsements and schedules: SEE EXTENSION OF INFORMATION PAGE

4. Premium: The premium for this policy will be determined by our Manuals of Rules, Classifications, Rates and Rating Plans. All information required below is subject to verification and change by audit.

Classifications	Code Number	Premium Basis Total Estimated Annual Remuneration	Rate per \$100 of Remuneration	Estimated Annual Premium
See Extension of Information Page				
Minimum Premium	\$	(MI)	Total Estimated Annual Premium	\$
Premium will be billed	ANNUAL			

Producer 0004-022079
MICHAEL HAYES AGENCY LLC
505 S EUCLID AVE
BAY CITY MI 48706

DATE: February 11, 2015

PROPOSAL: LABOR, EQUIPMENT, MATERIALS AND INSURANCE FOR
THE INDEPENDENCE DAY FIREWORKS DISPLAY AT
ESCANABA, MICHIGAN

PROPOSAL DUE: Tuesday, March 3, 2015

TO FIREWORKS CONTRACTORS: Wednesday, February 11, 2015

DATE TO BE ADVERTISED: Saturday, February 14, 2015

INVITATIONS TO SUBMIT PROPOSALS SENT TO: Three (3)

BARTOLOTTA FIREWORKS CO INC
ATTN BRUCE KELLERMAN
2117 MAYME COURT
GREEN BAY, WI 54311

SPIELBAUER FIREWORKS CO INC
1976 LANE ROAD
GREEN BAY, WI 54311

WOLVERINE FIREWORKS DISPLAY INC
205 WEST SEIDLERS ROAD
KAWKAWLIN, MI 48631-9728

**REQUEST FOR PROPOSALS
LABOR, MATERIALS AND INSURANCE
for the
INDEPENDENCE DAY FIREWORKS DISPLAY
at
ESCANABA, MICHIGAN**

Proposals will be received by the City of Escanaba at the Office of the City Clerk, on or before 2:00 p.m. E.S.T., on **Tuesday, March 3, 2015** for:

**Labor, Materials, and Insurance for the Independence Day
Fireworks Display at Escanaba, Michigan**

Proposal forms and specifications may be obtained at the Escanaba City Clerk's Office, 410 Ludington Street or at the Escanaba Recreation Department Office, located at the Catherine Bonifas Civic Center, 225 North 21st Street, Escanaba, Michigan 49829. Contractors may receive proposal forms/specifications by calling (906) 786-4141 or e-mail at recreation@escanaba.org.

All proposals must be received by **Tuesday, March 3, 2015, 2:00 p.m. (E.S.T.)**, to be considered. Proposals may be *mailed to*:

ESCANABA CITY CLERK'S OFFICE
FIREWORKS PROPOSAL
P.O. BOX 948
ESCANABA, MI 49829

or delivered in person at:

ESCANABA CITY CLERK'S OFFICE
CITY HALL
410 LUDINGTON STREET
ESCANABA, MI 49829

A certified check, cashier's check, or Bidder's Bond, drawn payable - without condition - to the City of Escanaba, Michigan in an amount not less than 10% of the proposal will be submitted with each proposal as a guarantee that if the proposal is accepted, the contractor will furnish materials or services as stated in his proposal. On failure of the successful contractor to fulfill the conditions for his/her proposal, he/she shall forfeit said deposit to the City of Escanaba, Michigan as liquidated damages. The acceptance of the proposal will be contingent upon the contractor's acceptance of this provision.

The City of Escanaba, Michigan reserves the right to reject any or all proposals or any part thereof at its discretion. The City further reserves the right to negotiate directly with any and all contractors concerning any matter related to any proposal.

NOTICE TO BIDDERS

Sealed bids will be received by the City of Escanaba at the office of the City Clerk, on or before 2 p.m., E.S.T., on: **Tuesday, March 3, 2015 for:**

LABOR, MATERIALS AND INSURANCE FOR INDEPENDENCE DAY FIREWORKS DISPLAY AT ESCANABA, MICHIGAN

The bids will be publicly opened and read in the Room 101 in the City Hall, located at 410 Ludington Street, Escanaba, Michigan at said time and date.

Bidder's proposals and/or specifications may be obtained from the office of the City Clerk, located at 410 Ludington Street, Escanaba, Michigan 49829. No bid will be considered unless the proposal form and/or specifications (furnished by the City of Escanaba, Michigan), are properly completed and enclosed in a sealed envelope, marked:

"INDEPENDENCE DAY FIREWORKS BID OF March 3, 2015"

In addition, the City of Escanaba, Michigan will not consider any proposal which has not been received prior to the published time, date and year of bid opening. (**FAX and e-mail transmittals will not be accepted.**)

A certified check, cashier's check, or Bidder's Bond, drawn payable – without condition – to the City of Escanaba, Michigan in an amount not less than 10% of the bid will be submitted with each proposal as a guarantee that if the bid is accepted, the bidder will furnish materials or services as stated in his proposal. On failure of the successful bidder to fulfill the conditions for his/her proposal, he/she shall forfeit said deposit to the City of Escanaba, Michigan as liquidated damages. The acceptance of the proposal will be contingent upon the bidder's acceptance of this proviso.

The City of Escanaba, Michigan reserves the right to reject any or all bids, or any part thereof at its discretion, and to waive any irregularities in the bidding. The City of Escanaba, Michigan may also split bids at its discretion. The City further reserves the right to negotiate directly with any and all bidders concerning any matter related to any bid.

All City of Escanaba, Michigan bids are prepared so as to afford all vendors the equal opportunity for fair and equitable competition. The City of Escanaba, Michigan assumes no liability or responsibility for any errors or oversights in the preparation and/or publication of bids.

Thomas Penegor
Recreation/Purchasing Director
City of Escanaba

SPECIFICATIONS

LABOR, EQUIPMENT, MATERIALS and INSURANCE for the INDEPENDENCE DAY FIREWORKS DISPLAY at ESCANABA, MICHIGAN

PREFACE

The following pages within this document outline the City of Escanaba, Michigan's request for proposals for fireworks contractors and specifications for the 2015 Independence Day Fireworks Display. Contractors are to be aware:

- the City is soliciting proposals for fireworks contractors instead of bids. The proposal format gives the City greater flexibility in evaluating fireworks program proposals from Contractors;
- a certified check, cashier's check or bond in the amount of 10% of the proposal is required with the Contractor's proposal;
- the Contractor will be given the opportunity to provide any variety of fireworks program packages as long as the proposal falls within the program budget; and
- all Contractor's proposals must be received by the City of Escanaba Recreation Department no later than Tuesday, March 3, 2015; 2:00 p.m. Instructions on mailing or delivering proposals in person is detailed on the cover page of this document.

CONTRACTOR SELECTION PROCESS

Proposals received from fireworks Contractors will be evaluated on:

- *the quality of the program proposal;*
- *the quantity of the program proposal;*
- the ability to provide a competent, experienced and qualified fireworks operator capable of firing 5", 6", 8", 10" and 12" aerial shells electronically and 3" and 4" aerial shells manually; and
- the City's past experience with the Contractor, if any.

The Contractor shall demonstrate within the proposals they are ready to provide the *highest quality fireworks* falling within the program budget and prepared to provide a *qualified and experienced* operator capable of handling and firing the program within industry guidelines and time frames set forth within these specifications.

PROGRAM BUDGET

The complete Independence Day Fireworks Program budget is \$8,000 as of 2/11/15. The Contractor's proposal shall include all elements and costs involved with the program including labor, materials and insurances as specified within this document. *The City of Escanaba is currently conducting a community campaign to raise additional funds beyond the \$10,000 budget. In as much as the City cannot confirm additional funding, the Contractor's proposal shall be limited to \$10,000.00.*

FIREWORKS QUALITY

The Specifications discuss the need to provide not only the minimum number of shells, but also the *maximum number of high quality shells*. The contractor shall also note the following:

- All shells shall properly fit the mortars;
- All shells shall be the freshest possible with the least exposure to moisture or humidity; and
- The three inch (3") diameter shells specified in the **FINALE SHALL BE TRUE 3" SHELLS WICKED AND RACKED ACCORDINGLY**. These aerial finale shells shall be of good quality and capable of reaching maximum height and break.

METHOD OF SET-UP AND FIRING OF AERIAL SHELLS

The City of Escanaba will require its 2015 Independence Day Fireworks Display to be fired primarily by electronic means.

- All 3" and 4" diameter shells are to be pre-loaded in racks with the option of hand firing or firing by electronic means;
- All 5", 6", 8", 10" and/or 12" diameter aerial shells are to be pre-loaded and fired by electronic means;
- All aerial shells intended for electronic firing are to contain pre-wicked 3 meter electronic leads/squibs; and
- The finale rack aerial shells are to contain primed finale fuses also capable of electronic firing.

FIREWORK OPERATORS

The Contractor has the option to select his/her own employees/operators/pyrotechnicians for the Escanaba program. The Lead Pyrotechnician shall be a certified operator by an accredited organization adhering to the industry and governmental standards governing the handling and firing of fireworks. Fireworks crew members shall also be trained by the Contractor in the latest safety standards.

- The Lead Operator/Pyrotechnician shall be certified and all crew members trained formally by industry standards; and
- The Operator/Pyrotechnician shall primarily fire the aerial display by electronic means.

SPECIFICATIONS

I. FIREWORKS

A. Diameter of Aerial Shells

The Contractor shall provide the City of Escanaba with an all aerial display consisting of general aerial fireworks pieces. Aerial shells shall be 3", 4", 5" 6", 8", 10" and/or 12" in diameter. No ground displays.

B. Past Fireworks Programs and Shells provided:

In 2008, the City of Escanaba received the following quantity of fireworks materials:

	<u>SHELL TYPES</u>	<u>% OF DISTRIBUTION</u>
■ Aerial Display:	3" Aerial Shells	= 156 (22%)
	4" Aerial Shells	= 187 (26%)
	5" Aerial Shells	= 174 (25%)
	6" Aerial Shells	= 138 (19%)
	8" Aerial Shells	= 36 (5%)
	10" Aerial Shells	= 12 (2%)
	12" Aerial Shells	= 8 (1%)
	Total Aerial Shells	= 711 100%
■ Finale:	2.5" Ass. Color & Report	= 50
	3" Tiger Tail Salutes Chained	= 60
	3" Color & Report Chained	= 120
	4" Brocade to Color 10/1	= 100
	5" Assorted Color	= 4
	6" Assorted Color	= 4
	8" Lidu Speciality Shell	= 3
	10" Lidu 3 Time Brocade	
	Crossett	= 1
	Total Finale Shells	= 342

C. Contractor Proposal Options

The Contractor has the option to submit any one, or more, program options not to exceed total cost of \$10,000.00, including labor and insurance costs:

- *Option #1:* Provide a program and materials similar to the 2008 display format. In 2008, the City received 711 shells for its aerial display. The Contractor may provide a 2015 proposal with any number of shells. *However, the percent of aerial shell distribution MUST be similar to the 2008 display, i.e.: 18% of 3" shells, 25% of 4" shells, etc. The finale must consist of a minimum of 280 – 3" and 4" star shells and aerial salutes and any additional combination of 2 ½", 4", 5", 6", 8", 10" and/or 12" shells.*
- *Option #2:* Provide a program and materials not to exceed \$10,000.00 that may include:
 - an Opening Barrage;
 - the core aerial program consisting of 3", 4", 5", 6", 8", 10" and/or 12" aerial shells in quantity percentages, as previously illustrated;
 - the use of mines; and/or
 - a finale, in minimum quantities as stated in Option #1.

At minimum the Contractor's proposal must contain the core *aerial display* and a *finale*. All program proposals must not exceed the \$10,000.00 budget encompassing all expenses.

D. Shell Selection

The Contractor may provide an assortment of domestic shells and import shells. Import shells may be from Japan, China, Taiwan, South America and/or Europe. The program shall consist of less expensive single-break shells, medium quality multiple-break shells/multicolor shells/multicolor report/flash report/salute shells and highest quality special/fancy shells.

E. Shell Information and Listing

In order for the City to evaluate the aerial fireworks proposal by the Contractor, the Contractor shall provide the following information on the Proposal Form:

1. Type/Name of Shell
2. Shell Rating: Single Break, Multiple Break or Special/Fancy
3. Open Stock Price/Catalogue Page
4. Bid Price per Shell
5. # of Shells
6. Amount
7. Origin of Shell (domestic, Japan, China, Taiwan, South America, Europe)

It is important for the Contractor to provide adequate information on Type/Name of Shell, Shell Rating, Open Stock Price per unit, Bid Price per unit, and quantities so the City is able to evaluate the proposed program. The Contractor is asked to provide the highest quality shells within the framework of the program's budget. Contractor shall also include an up-to-date company catalogue illustrating "open stock" prices.

F. Shell Quality Distribution

(1) Aerial Shells

The Contractor shall be requested to identify the *quality ranking* of each aerial shell, i.e.: Single Break, Multiple Break, Special/Fancy, etc., on the worksheet forms.

(2) Finale

The finale shall consist of 280 – 3" and 4" star shells and aerial salutes and any *additional* combination of 2 ½", 3", 4", 5", 6", 8", 10" and/or 12" aerial shells wicked and racked accordingly. The Finale should consist of a storied effect with low, medium height and maximum height breaks.

G. Electronic Leads/Squibs

All 5", 6", 8", 10" and 12" aerial shells shall be wicked by the Contractor, prior to delivering, with three (3) meter electric leads/squibs. The finale racks shall also be equipped with electronic leads to electronically fire the finale.

H Pre-Display Set-Up

The Escanaba Display shall be completely set-up prior to the start of the program. 3" & 4" shells shall be racked and prepared for hand firing and the 5", 6", 8", 12" and finale shells pre-set for electronic firing.

II. FIREWORKS BUDGET

A. Budget Allocation

The City has allocated a total of *approximately* \$8,000.00 for **fireworks materials/shells** for the 2015 Independence Day Fireworks Display. Cost of labor, insurance, etc., is tabulated separately and are costs *in addition to materials/shells*. **The total budget is \$10,000.00.**

B. Purchase of Additional Fireworks

The City will be requesting additional fireworks pieces at a later date, most likely additional 8", 10" or 12" aerial shells. It is anticipated that \$2,500 to \$3,500 in extra fireworks will be purchased at a later date.

III. SUPPLIES, EQUIPMENT and TRAINING

The Contractor shall provide all necessary supplies and equipment to successfully and safely operate and fire the City display including, but not limited to:

3" and 4" mortars and racking to *accommodate manual firing*;

5", 6", 8", 10" and/or 12" mortars and racking to accommodate electronic firing;

Finale racks and mortar tubes to accommodate electronic firing;

[MORTAR COUNTS & SIZES MUST MATCH THE NUMBER OF SHELLS IN EACH CATEGORY]

Tarps and/or approved covering for all pre-set pieces;

Shovels and other tools;

Employee safety equipment including hard hats, ear and eye protection, first aid supplies, fire extinguishers and other safety equipment deemed necessary;

Approved vehicles to transport fireworks and equipment;

Other equipment deemed necessary; and

Proper Training/Certification of all fireworks operators.

IV. DATE OF DISPLAY AND RAIN DATE

The Independence Day Fireworks Display shall be conducted on Saturday, July 4, 2015, beginning no earlier than 10:15 p.m. or when sufficient darkness sets in.

A. Rain Date

If the program cannot be fired because of rain, drizzle or adverse wind conditions, the program will be cancelled and fired the next day, *Sunday, July 5, 2015 under the same time conditions.*

B. Cancellation Fees

The Contractor will not assess the City extra fees or charges if the display is cancelled and rain date is utilized due to adverse weather conditions.

V. FIREWORKS OPERATORS

The Contractor shall provide a knowledgeable, experienced and trained Lead Pyrotechnician to supervise the program set-up, firing, dismantling and post-display policing of the grounds. The Lead Pyrotechnician shall be trained and certified and familiar with all industrial, governmental codes regulating the safe handling and firing of fireworks.

Auxiliary staff shall also be trained by the Contractor prior to the display. The Contractor shall provide to the City the following employee information no later than **Friday, June 5, 2015**:

- A complete listing of each employee hired by the Contractor;
- Experience and/or training received by each employee;
- Written verification that each of the Contractor's employees are covered under Workmen's Compensation Insurance, as per Michigan statutory requirements; and
- The above is to be submitted on Contractor's letterhead.

VI. PROGRAM DISPLAY TIME CONDITIONS

The Contractor shall fire the specified fireworks program in no less than twenty (20) minutes and no more than thirty (30) minutes.

VII. DELIVERY, INSPECTION, STORAGE, SET-UP, DISMANTLING AND UNEXPLODED SHELLS

- A. Delivery of fireworks shall be made in vehicles in conformance with all local, state, and federal laws. *Delivery shall be made by contractor no later than one (1) week prior to display date, unless other approved arrangements are agreed to by contractor and City. **Delivery should be coordinated with the Recreation Department and delivered during receiving hours of 7:30 a.m. – 2:30 p.m. E.S.T. Monday thru Friday.***
- B. Upon delivery, the City retains the right to inspect fireworks shells to make certain that the material is in conformance with specifications. *Detailed packing list must accompany order;*
- C. The delivery of the fireworks materials are made prior to the display date, and may only be stored at the Escanaba Public Works, 1715 Sheridan Road, Escanaba, Michigan. Fireworks may not be stored at any other site within the City. Storage at Escanaba Public Works Department is within an approved magazine for fireworks storage.
- D. The Contractor may begin the set-up of mortars, finale racks, electronic rigging, etc., beginning at 8:00 a.m. on the display date and/or rain date or at a mutually agreed time/date.
- E. The Contractor must remove all mortars, finale racks, boxes, paper and trash at the conclusion of the display. All mortar holes are to be filled and replaced as found; and
- F. The Contractor shall be responsible for locating and disposing of all unexploded shells. The Contractor's employees shall search all areas around the firing site, including shallow water near the firing site for live shells. Two searches shall be conducted once immediately after the display and the second at day-break the following day. The Contractor is liable for damages associated with live shells left at the firing site.

VIII. FIRING SITE AND SPECTATOR CONTROL

A. Firing Site

The 2015 Independence Fireworks Display at Escanaba shall take place at Ludington Park. The Contractor shall fire the display on Aronson Island in Ludington Park. The City will determine the general area of firing. The Contractor shall select the exact locations, given wind conditions, etc., with approval from the City's representative.

B. Spectator Control by Police

After 8:30 p.m. on the display date, Aronson Island will be closed off to general and/or pedestrian traffic by the Escanaba Public Safety Department.

C. Spectator Control by Contractor

The nearest body of spectators to the firing site is approximately 1,200' away separated by both water and land. The Public Safety Department will do its best to stop and turn back pedestrians. The Contractor, however, must be especially vigilant of persons who may wander into the firing area.

IX. INSURANCE

A. Worker's Compensation Insurance

The Contractor shall purchase coverage and provide a Certificate of Insurance, naming the City of Escanaba as "additional insured" on all policies and related documents for the following Worker's Compensation Insurance:

Coverage A Statutory/Michigan
Coverage B \$100,000

B. Comprehensive General Liability Insurance

The Contractor shall purchase and provide a Certificate of Insurance, naming the City of Escanaba as "additional insured" on all policies and related documents for the following Comprehensive General Liability Insurance:

Bodily Injury	- Combined Single Limits (minimum)	\$1,000,000
Property Damage	- Combined Single Limits (minimum)	\$1,000,000
Auto Liability	- Combined Single Limits	\$1,000,000

C. Delivery of Certificates

The Contractor shall deliver Certificates of Insurance to the City **no later than June 3, 2015** 31 days prior to the display day. The Certificates shall also indicate both the primary display date and the Rain Date policies are in effect. The City of Escanaba to be named "Additional Insured" upon all certificates.

D. Proposal Form

A section is provided on the Proposal Form reflecting costs involved with both Worker's Compensation and General Liability Insurance.

X. CITY REPRESENTATIVE AND PROJECT MANAGER

Thomas Penegor
Recreation Director
410 Ludington Street
P.O. Box 948
Escanaba, MI 49829

(906) 786-4141
(906) 789-3798 (fax)
(906) 399-4274 (cell)
e-mail: recreation@escanaba.org

XI. EVALUATION OF PROPOSALS

The City of Escanaba will evaluate proposals based upon the quality of the program proposal, quantity of fireworks pieces provided, the quality of the fireworks, accuracy of the worksheets describing shell types, price of fireworks materials and ability to comply with insurance specifications. The Contractor's proposal will also be evaluated by specifically identifying the fireworks operator, loaders/tube cleaners, their experience and credentials. The Contractor should also provide references and contact persons from other Upper Peninsula communities where the Contractor has provided similar materials, insurance and operators.

Worksheet A
Three Inch (3") Aerial Shells

Provide information on all 3" aerial shells you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

*Ratings: * Single Break
 * Two Break/Multiple
 * Special/Fancy

RATING SUMMARY/DISTRIBUTION

Single Break Shells _____
 # Two Break/Multiple Shells _____
 # Special/Fancy Shells _____

Worksheet B
Four Inch (4") Aerial Shells

Provide information on all 4" aerial shells you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings: * Single Break * Two Break/Multiple * Special/Fancy</p>	<p><u>RATING SUMMARY/DISTRIBUTION</u> # Single Break Shells _____ # Two Break/Multiple Shells _____ # Special/Fancy Shells _____</p>
--	---

Worksheet C
Five Inch (5") Aerial Shells

Provide information on all 5" aerial shells you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings: * Single Break * Two Break/Multiple * Special/Fancy</p>	<p><u>RATING SUMMARY/DISTRIBUTION</u> # Single Break Shells _____ # Two Break/Multiple Shells _____ # Special/Fancy Shells _____</p>
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Worksheet D
Six Inch (6") Aerial Shells

Provide information on all 6" aerial shells you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings: * Single Break * Two Break/Multiple * Special/Fancy</p>	<p style="text-align: center;">RATING SUMMARY/DISTRIBUTION</p> <p># Single Break Shells _____</p> <p># Two Break/Multiple Shells _____</p> <p># Special/Fancy Shells _____</p>
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Worksheet E
Eight Inch (8") Aerial Shells

Provide information on all 8" aerial shells you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings: * Single Break * Two Break/Multiple * Special/Fancy</p>	<p style="text-align: center;">RATING SUMMARY/DISTRIBUTION</p> <p># Single Break Shells _____</p> <p># Two Break/Multiple Shells _____</p> <p># Special/Fancy Shells _____</p>
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Worksheet F
Ten Inch (10") Aerial Shells

Provide information on all 10" aerial shells you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings: * Single Break * Two Break/Multiple * Special/Fancy</p>	<p><u>RATING SUMMARY/DISTRIBUTION</u> # Single Break Shells _____ # Two Break/Multiple Shells _____ # Special/Fancy Shells _____</p>
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Worksheet G
Twelve Inch (12") Aerial Shells

Provide information on all 12" aerial shells you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings: * Single Break * Two Break/Multiple * Special/Fancy</p>	<p><u>RATING SUMMARY/DISTRIBUTION</u> # Single Break Shells _____ # Two Break/Multiple Shells _____ # Special/Fancy Shells _____</p>
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Worksheet H
Finale Shells

Provide information on all finale shells you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings: * Single Break * Two Break/Multiple * Special/Fancy</p>

Worksheet I
Other Shells or Special Effects

Provide information on all other shells or special effects you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings: * Single Break * Two Break/Multiple * Special/Fancy</p>

Worksheet J
Labor and Expenses

(Complete labor items your firm intends to provide)

Labor	Name	Amount
Operator #1	_____	\$ _____
Operator #2	_____	\$ _____
Loader #1	_____	\$ _____
Loader #2	_____	\$ _____
Loader #3	_____	\$ _____
Loader #4	_____	\$ _____
Tube Cleaner #1	_____	\$ _____
Tube Cleaner #2	_____	\$ _____
TOTAL LABOR		\$ _____

Other:

Expenses
Meals, lodging, travel expenses \$ _____

TOTAL EXPENSES \$ _____

Other Expenses and Labor

Specify:

_____ \$ _____
\$ _____

GRAND TOTAL - Labor/Expenses \$ _____

PROPOSAL FORM

Date: _____

BID: Labor, Equipment, Materials and Insurance for the 2015 Independence Day Fireworks Display at Escanaba, Michigan

We the undersigned, do hereby agree to furnish all labor, equipment, materials and insurance for the Independence Day Fireworks Display at Ludington Park, Escanaba, Michigan, in conformance with attached specifications for the following amount:

Fireworks

3" shells from Worksheet A	\$ _____
4" shells from Worksheet B	\$ _____
5" shells from Worksheet C	\$ _____
6" shells from Worksheet D	\$ _____
8" shells from Worksheet E	\$ _____
10" shells from Worksheet F	
12" shells from Worksheet G	\$ _____
Finale 3" & 4" shells, wicked and provide racks, from Worksheet H	\$ _____
Other Shells/Special Effects from Worksheet I	\$ _____

Subtotal Fireworks

\$ _____

Labor and Expenses

Fireworks Operator(s), tube cleaner(s), and loader(s) salaries and wages from Worksheet J	\$ _____
Expenses; i.e., mileage, meals, lodging, etc., from Worksheet J	\$ _____
Other labor charges or expenses from Worksheet J	\$ _____

Subtotal Labor and Expenses

\$ _____

Insurance

Worker's Comp.	\$ _____
Comprehensive General Liability	\$ _____
Auto Liability	\$ _____

Subtotal Insurance

\$ _____

Other: (specify) _____ \$ _____

TOTAL PROPOSAL AMOUNT (fireworks, labor, insurance and other)

\$ _____

Certified Check, Cashier's Check, or Bidder's Bond enclosed in the amount of: (10% of total proposal amount) \$ _____

Submitted by: FIRM: _____

ADDRESS: _____

CITY/STATE: _____ ZIP: _____

BY: _____ TITLE: _____

SIGNATURE: _____

NB# 4
CC 3/19/15

**AWARD OF BID TO PROVIDE SANITATION SERVICES FOR CITY PARKS,
RECREATION AREAS AND SPECIAL EVENTS**

Proposals were received on March 3, 2015 for providing sanitation services/portable restrooms for City parks, ball fields and special events. Two (2) invitations to submit proposals were sent to contractors with one (1) received. It is recommended the Park and Recreation Sanitation contract be awarded to Stenberg Brothers, Bark River, Michigan for the period through March 31, 2016.

BIDDER'S PROPOSAL

DATE: March 2, 2015

**SANITATION SERVICES FOR CITY PARK
AND RECREATION FACILITIES**

for Period April 1, 2015 - March 31, 2016

City of Escanaba
Escanaba, MI 49829

We, the undersigned, do hereby agree to furnish sanitation services in conformance with the attached specifications for City Recreation and Park Facilities:

SPRING/SUMMER/FALL SEASONAL PORTABLE RESTROOM UNITS, *daily base rental charge, per unit*, based upon the use of approximately 14 units, as per SECTION I of the specifications; \$2.70 _____ per day

EXTRA CLEANINGS FOR SPRING/SUMMER/FALL SEASONAL PORTABLE RESTROOM UNITS, *charge per unit serviced*, as per SECTION I of the specifications. \$22.00 _____ per unit

BARRIER-FREE SUMMER SEASONAL PORTABLE RESTROOM UNITS, *daily base rental charge, per unit*, as per SECTION II of the specifications. [# of units available 16] \$4.95 _____ per day

EXTRA CLEANINGS FOR BARRIER-FREE PORTABLE RESTROOM UNITS, *charge per unit serviced*, as per SECTION II of the specifications. \$22.00 _____ per unit

SPECIAL EVENT AND EMERGENCY PORTABLE RESTROOM UNITS, *daily rental charge per unit*, as per SECTION III of the specifications. \$54.00 _____ per day (regular units)

\$147.00 _____ per day (barrier-free units)

SPECIAL EVENT HANDWASHING FACILITIES, *daily rental charge per unit*, as per Section IV of the specifications. \$85.00 _____ per day

EXTRA CLEANINGS FOR SPECIAL EVENT AND EMERGENCY PORTABLE RESTROOM UNITS, *charge per unit serviced*, as per SECTION III of the specifications. \$25.00 _____ per unit

WINTER SEASONAL PORTABLE RESTROOM UNITS, *daily base rental charge per unit*, based upon use of approximately one (1) unit as per SECTION V of the specifications. \$4.50 _____ per day

EXTRA CLEANINGS FOR WINTER SEASONAL PORTABLE RESTROOM UNITS, *charge per unit serviced*, as per SECTION VI of the specifications. \$40.00 _____ per unit

Submitted:

Firm: Stenberg Bros., Inc.

Address: [REDACTED]

City/Zip: [REDACTED]

Phone #: [REDACTED]

Fax #: [REDACTED]

By: [Signature]

Title: President

DATE: February 11, 2015

BID: SANITATION SERVICES FOR CITY RECREATION & PARK FACILITIES
FOR 2015-2016 SEASON

BID OPENING: Tuesday, March 3, 2015
Room 101 of City Hall

TO BIDDERS: February 11, 2015

ADVERTISED: Saturday, February 14, 2015

INVITATIONS TO BID SENT TO: Two (2)

STENBERG BROTHERS
P O BOX 127
BARK RIVER MI 49807

CLYDE'S SEPTIC TANK SERVICE
4700 DANFORTH ROAD
ESCANABA MI 49829

NOTICE TO BIDDERS

Sealed bids will be received by the City of Escanaba at the Office of the City Clerk, on or before 2 p.m. E.S.T., on **Tuesday, March 3, 2015 for:**

SANITATION SERVICES FOR CITY RECREATION AND PARK FACILITIES

The bids will be publicly opened and read in Room 101 in the City Hall, located at 410 Ludington Street, Escanaba, Michigan at said time and date.

Bidder's proposals and/or specifications may be obtained from the office of the City Clerk, located at 410 Ludington Street, Escanaba, Michigan 49829. No bids will be considered unless the proposal form and/or specifications (furnished by the City of Escanaba, Michigan), are properly completed and enclosed in a sealed envelope marked:

"SANITATION SERVICES BID OF March 3, 2015"

In addition, the City of Escanaba, Michigan will not consider any proposal which has not been received prior to the published time, date and year of bid opening. (FAX and E-MAIL transmittals will not be accepted.)

The City of Escanaba, Michigan reserves the right to reject any or all bids or any part thereof at its discretion, and to waive any irregularities in the bidding. The City of Escanaba, Michigan may also split bids at its discretion. The City further reserves the right to negotiate directly with any and all bidders concerning any matter related to any bid.

All City of Escanaba, Michigan bids are prepared so as to afford all vendors the equal opportunity for fair and equitable competition. The City of Escanaba, Michigan assumes no liability or responsibility for any errors or oversights in the preparation and/or publication of bids.

Thomas Penegor
Recreation/Purchasing Director
City of Escanaba

**SPECIFICATIONS FOR:
SANITARY SERVICES FOR CITY RECREATION AND PARK FACILITIES**

Page 1

I. SPRING/SUMMER/FALL/WINTER SEASONAL PORTABLE RESTROOM SERVICES - REGULAR UNITS

- A. The Contractor is to supply portable toilets for City Recreation and Park Facilities based upon the following estimations:
 - 1. Up to 14 units placed at 10 separate sites;
 - 2. The duration each unit will be placed at each site during the 2015-2016 spring, summer, fall and winter seasons will be based upon anticipated use determined by the City.
 - 3. The majority of the units will be placed upon sites in April with most units withdrawn in mid November.
 - 4. Each unit may be at each site an average of 8 to 9 weeks approximately, with the shortest duration at 4 weeks and the longest at 52 weeks.
- B. The City of Escanaba will reserve the right to determine when units will be placed upon sites and when they are to be removed from the sites.
- C. Units will be placed upon the following sites for the 2015-2016 season based upon the following estimations:

<u>Location</u>	<u>Approximate # of Units</u>
Bay College Soccer Field Complex	2
Senior Little League Field	1
Little League Field	1
Stephenson Field	1
Royce Park	1
Ludington Park - at Aronson Island	1
*Ludington Park – Harbor Hideout	1
Farmer's Market	1
Rose Park	1
John D. Besse Park	1

*Placement in fall and spring of the year, only.
April/October/November with two (2) cleanings per week, if needed.

- D. The Contractor is to provide the following services with the base rental charge of each unit.
 - 1. One cleaning per week, which includes pump-out, cleaning, disinfecting of the interior of each unit and ample weekly supply of paper and chemicals;
 - 2. Units will receive weekly cleanings, etc., on Monday of each week unless otherwise specified by the City or mutually agreed upon by the City and the Contractor;

**SPECIFICATIONS FOR:
SANITARY SERVICES FOR CITY RECREATION AND PARK FACILITIES**

Page 2

3. Keep units in good repair, good physical appearance and units placed in multiples must match;
- E. The City may also require the Contractor to provide additional cleanings over and above the weekly cleanings provided within the base rate. Extra cleaning requests will take place June through August.
- F. The Contractor is to calculate base rental charges, with services outlined in paragraph "D" of this section on a daily fee rate. Monthly or half-month charges will not be acceptable.

II. SEASONAL PORTABLE RESTROOM SERVICES - BARRIER-FREE UNITS

In order for the City of Escanaba to comply with the provisions of the Americans with Disabilities Act (ADA), the City will make every attempt to provide sanitation services for the able-bodied and disabled users of our public park and recreation facilities.

- A. The Contractor shall state the number of barrier-free toilet units available from his/her firm; and
- B. Specifications in Section I of this document shall also apply to the barrier-free units.

III. SPECIAL EVENT AND EMERGENCY PORTABLE RESTROOM SERVICES

- A. The Contractor shall provide additional portable toilet units for special event purposes upon request from the City for both winter and warm weather events.
- B. The special event rate/emergency rate shall be based upon a daily fee scale.
- C. Occasions where special portable unit requests will be made are:
 - band concerts
 - other unscheduled events
 - emergencies
 - other short-term occasions
- D. The special event unit charges will also include one cleaning per day.
- E. Special event/emergency units may also need extra cleanings, upon request from the City.

IV. SPECIAL EVENT HAND WASHING FACILITIES

- A. The Contractor shall provide hand washing units for special event purposes upon request from the City.
- B. The handwashing units rate shall be based upon a daily fee schedule.

**SPECIFICATIONS FOR:
SANITARY SERVICES FOR CITY RECREATION AND PARK FACILITIES**

Page 3

C. Occasions where hand washing units will be requested include, but will not be limited to:

- band concerts
- large special events
- other unscheduled events
- other short-term occasions.

D. Hand washing unit charges shall include one cleaning/refill per day.

V. WINTER SEASONAL PORTABLE RESTROOM SERVICES

A. The Contractor is to supply one (1) portable toilet/unit at Ludington Park's Aronson Island Boat Launch site during the months of December, January, February and March.

B. The unit shall be winterized for cold weather use during the months of December, January, February and March.

C. The Contractor is to provide the following services with the base rental charge of each unit:

1. One cleaning per week, which includes pump-out, cleaning, disinfecting of the interior, removal of graffiti and ample weekly supply of paper and chemicals;
2. Unit will receive weekly cleanings on Thursday or Friday of each week, unless otherwise specified by the City;
3. Keep unit in good repair, good physical appearance and units placed in multiples must match;

D. The City may also request the Contractor to provide additional cleanings over and above the weekly cleanings provided within the base rate.

E. The Contractor is to calculate base rental charges with services outlined in paragraph "C" of this section on a daily fee rate. Monthly or half-monthly charges will not be acceptable.

VI. DAMAGE TO UNITS

In the event portable restroom units or other equipment owned by the Contractor is damaged or defaced, the Contractor will be responsible for the cost of replacement or repairs.

VII. INSURANCE

The City will require the Contractor to provide proof of personal injury liability, property damage liability, workmen's compensation and vehicle insurances to protect the City against claims arising from use of Contractor's equipment, employees or vehicles. The insurances shall be in the following minimum amounts:

**SPECIFICATIONS FOR:
SANITARY SERVICES FOR CITY RECREATION AND PARK FACILITIES**

Page 4

A. Personal Injury and Property Damage Liability Insurance

1. Maintain liability insurance for personal injury in the amount of \$300,000 per person combined single limits (minimum) and \$1,000,000 aggregate.
2. Types of peril insured against are personal injury to individuals utilizing the Contractor's equipment or Contractors activities; and
3. Maintain property damage liability insurance for property damage in the amount of \$250,000; 1,000,000 combined single limits (minimum).

B. Workmen's Compensation Insurance

Coverage A	Statutory
Coverage B	\$100,000

C. Auto Insurance

- Coverage must include bodily injury, property damage or bodily injury and property damage 1,000,000 combined.

D. The City of Escanaba shall be named as "additional insured" to all policies and certificates.

E. The Contractor shall deliver original certificate of insurance to the City prior to services commencing;

F. The insurance policies are to provide the City of Escanaba with a notice of fifteen (15) days prior to cancellation.

VIII. EFFECTIVE DATES OF AGREEMENT

The Contractor shall provide services, as outlined with these specifications for a one (1) year period commencing on the day the Contractor's proposal is accepted by the Escanaba City Council.

IX. PROJECT COORDINATOR

Thomas Penegor
Recreation Director
City of Escanaba
P.O. Box 948
Escanaba, MI 49829
Office: Civic Center, 225 North 21st Street
Phone: (906) 786-4141
Fax: (906) 789-3798
e-mail: recreation@escanaba.org

BIDDER'S PROPOSAL

DATE: _____

**SANITATION SERVICES FOR CITY PARK
AND RECREATION FACILITIES**

for Period April 1, 2015 - March 31, 2016

City of Escanaba
Escanaba, MI 49829

We, the undersigned, do hereby agree to furnish sanitation services in conformance with the attached specifications for City Recreation and Park Facilities:

SPRING/SUMMER/FALL SEASONAL PORTABLE RESTROOM UNITS, *daily base rental charge, per unit*, based upon the use of approximately 14 units, as per SECTION I of the specifications; \$_____ per day

EXTRA CLEANINGS FOR SPRING/SUMMER/FALL SEASONAL PORTABLE RESTROOM UNITS, *charge per unit serviced*, as per SECTION I of the specifications. \$_____ per unit

BARRIER-FREE SUMMER SEASONAL PORTABLE RESTROOM UNITS, *daily base rental charge, per unit*, as per SECTION II of the specifications. [# of units available _____] \$_____ per day

EXTRA CLEANINGS FOR BARRIER-FREE PORTABLE RESTROOM UNITS, *charge per unit serviced*, as per SECTION II of the specifications. \$_____ per unit

SPECIAL EVENT AND EMERGENCY PORTABLE RESTROOM UNITS, *daily rental charge per unit*, as per SECTION III of the specifications. \$_____ per day (regular units)
\$_____ per day (barrier-free units)

SPECIAL EVENT HANDWASHING FACILITIES, *daily rental charge per unit*, as per Section IV of the specifications. \$_____ per day

EXTRA CLEANINGS FOR SPECIAL EVENT AND EMERGENCY PORTABLE RESTROOM UNITS, *charge per unit serviced*, as per SECTION III of the specifications. \$_____ per unit

WINTER SEASONAL PORTABLE RESTROOM UNITS, *daily base rental charge per unit*, based upon use of approximately one (1) unit as per SECTION V of the specifications. \$_____ per day

EXTRA CLEANINGS FOR WINTER SEASONAL PORTABLE RESTROOM UNITS, *charge per unit serviced*, as per SECTION VI of the specifications. \$_____ per unit

Submitted:

Firm: _____

Address: _____

City/Zip: _____

Phone #: _____

Fax #: _____

By: _____

Title: _____

NB# 5
CC 3/19/15

**AWARD OF CONTRACT FOR CONCESSION SERVICES IN LUDINGTON
PARK FOR THE 2015 SUMMER SEASON**

Proposals were received on March 3, 2015 for providing food/drink concessions in Ludington Park for the 2015 Summer Season. Eight (8) invitations were submitted to concessionaires with one qualified proposal returned. It is recommended the Ludington Park Food/Drink Concession, Territory #2, be awarded to Sticky Fingers Confections.

A second proposal was received after March 3, 2015 from Michael Chapman to provide Food/Drink Concessions to the Escanaba Municipal Marina and Municipal Beach areas. It is recommended the Food/Drink Concession, Territory #1, be awarded to Michael Chapman.

LUDINGTON PARK FOOD/DRINK CONCESSIONAIRE PROPOSAL FORM

I/We hereby submit the following proposal to provide food/drink concessions at Ludington Park, Escanaba, Michigan for the 2015 Summer Season:

Name of Concession Company or Non-Profit Organization	<u>STICKY FINGERS</u>
Name of Concession Unit, If Applicable	<u>ROOT BEER BARRELL</u>
Name of Concession Owner/ Responsible Individual	<u>FRANK DESTRAMPE</u>
Address	<u>[REDACTED]</u>
City	<u>[REDACTED]</u> Zip <u>[REDACTED]</u>
Phone <u>906-</u> <u>[REDACTED]</u> (Home) <u>[REDACTED]</u> (Work) _____ (Fax)	
E-Mail <u>[REDACTED]</u> <u>[REDACTED]</u>	

Territory/area of Ludington Park I/We wish to be considered for food/drink vending rights during the 2015 Summer Season (✓ one):

TERRITORY #1 - MUNICIPAL BEACH/ARONSON ISLAND

TERRITORY #2 - ALL OTHER AREAS OF LUDINGTON PARK, except Aronson Island

CONCESSIONAIRE'S FOOD/DRINK/MENU SELECTION: Provide a description of your food, drink and menu selection, including pre-packaged and prepared items:

FOUNTAIN DRINKS, BOTTLED WATER, COFFEE, HOT TEA, COLD TEA
ICE CREAM CONES, SUCKERS, KIDS CANDIES, ROOT BEER FLOATS,
MAYBE FROZEN PIZZA AND OR FROZEN PASTIES
POPCORN AND MAYBE NOVELTY ICE CREAM PRODUCTS
FROZEN FRUIT BARS, COTTON CANDY, POTATO CHIPS

DESCRIPTION OF CONCESSIONAIRE'S VENDING UNIT: Provide a description of the vending unit, i.e.: physical size and appearance; facilities and equipment contained. Please include photo:

UNIT IS MOBILE BY PULLING IT WITH VAN OR TRUCK 12' LONG NORMAL TRAILER WIDTH. UNIT BLENDS INTO HARBOR HIDEOUT BECAUSE OF THE BROWN WOOD SIDING

IS THE VENDING UNIT:

- CAPABLE OF GENERATING ITS OWN ELECTRIC POWER NEEDS? YES NO
- CURRENTLY CERTIFIED BY THE COUNTY HEALTH DEPARTMENT? YES NO

CONCESSIONAIRE'S DAYS/TIMES OF OPERATION: Provide a list of days/times your vending business is expected to operate in Ludington Park:

DAY	HOURS OF OPERATION
Monday	11AM TO 9PM APPROX
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Sunday	

EVERY DAY THE WEATHER WILL DETERMINE THE HOURS OF OPERATION

Provide dates when your concession unit will not be available for service in Ludington Park, i.e.: previous commitments:

WILL START A LITTLE BIT BEFORE JUNE 1ST RUNNING UP TO THE UP STATE FAIR THEN POSSIBLY A LITTLE BIT AFTER THE FAIR

HEALTH INSPECTION CERTIFICATION:

Current County Health Certificate (copy) attached;

Do not have a current Health Certificate, but will obtain certification if selected.

INSURANCE POLICIES/CERTIFICATION:

Current insurance certificates (copy) attached;

Do not have current insurance certificate, but will obtain insurances, as per specifications.

CONCESSIONAIRE'S FEE: Provide a check, cashier's check or money order in the amount of \$250.00. Make checks payable to the City of Escanaba. Check is enclosed.

I/We have read and understood the Specifications, Policies, and Guidelines for Ludington Park Food/Drink Concessions - 2015 Summer Season, and agree to all provisions contained within.

NAME OF COMPANY/ORGANIZATION

STICKY FINGERS

NAME OF OWNER/REPRESENTATIVE

FRANK VESTRANGE

SIGNATURE OF OWNER/REPRESENTATIVE

Frank Vestrange

DATE

2-17-2015

LAST YEAR WAS MY 11TH YEAR THAT I HAVE VENDED IN THE PARK. I WOULD LIKE THE OPPORTUNITY TO AGAIN SERVE THE PUBLIC IN THE PARK. I WILL AGAIN SERVICE THE CONCEPTS IN THE PARK IF ALLOWED TO. THANK YOU FOR YOUR CONSIDERATION

STAND IS SAME AS LAST YEAR

Frank Vestrange

LUDINGTON PARK FOOD/DRINK CONCESSIONAIRE PROPOSAL FORM

I/We hereby submit the following proposal to provide food/drink concessions at Ludington Park, Escanaba, Michigan for the 2015 Summer Season:

Name of Concession Company or Non-Profit Organization	<u>Hungry Mutt</u>
Name of Concession Unit, If Applicable	_____
Name of Concession Owner/ Responsible Individual	<u>Michael Chapman, CCC</u>
Address	<u>[REDACTED]</u>
City	<u>[REDACTED]</u> Zip <u>[REDACTED]</u>
Phone <u>[REDACTED]</u> (Home) _____ (Work) _____ (Fax) _____	
E-Mail <u>[REDACTED]</u>	

Territory/area of Ludington Park I/We wish to be considered for food/drink vending rights during the 2015 Summer Season (✓ one):

- TERRITORY #1 - MUNICIPAL BEACH/ARONSON ISLAND
- TERRITORY #2 - ALL OTHER AREAS OF LUDINGTON PARK, except Aronson Island

CONCESSIONAIRE'S FOOD/DRINK/MENU SELECTION: Provide a description of your food, drink and menu selection, including pre-packaged and prepared items:

Hot Dogs - Chili Dogs - Chee Dogs -

Doggy Bags - Lays Potatoe chips w/

BBA Baked Beans - Cole Slaw - Potato Salad

Chicago style Hot Dog Cart w/ Umbrella

All Hot Dog purchases include a free Bottle Water

DESCRIPTION OF CONCESSIONAIRE'S VENDING UNIT: Provide a description of the vending unit, i.e.: physical size and appearance; facilities and equipment contained. Please include photo:

5x7 Stainless Steel
 Hot dog Cart - Includes an
 STFU Food license - I will provide
 my own electric, Gas, Water, Water Disposal
 No Electric Needed unless

w/umbrella
 unless music provided

IS THE VENDING UNIT:

- CAPABLE OF GENERATING ITS OWN ELECTRIC POWER NEEDS?
- CURRENTLY CERTIFIED BY THE COUNTY HEALTH DEPARTMENT?

YES NO

YES NO

unless provided

CONCESSIONAIRE'S DAYS/TIMES OF OPERATION: Provide a list of days/times your vending business is expected to operate in Ludington Park:

DAY	HOURS OF OPERATION
Monday	11-5
Tuesday	3-7
Wednesday	
Thursday	
Friday	
Saturday	12-5
Sunday	12-5

Provide dates when your concession unit will not be available for service in Ludington Park, i.e.: previous commitments:

N/A unless Rainy Days or other events scheduled

HEALTH INSPECTION CERTIFICATION:

- Current County Health Certificate (copy) attached;
- Do not have a current Health Certificate, but will obtain certification if selected.

INSURANCE POLICIES/CERTIFICATION:

- Current insurance certificates (copy) attached;
- Do not have current insurance certificate, but will obtain insurances, as per specifications.

CONCESSIONAIRE'S FEE: Provide a check, cashier's check or money order in the amount of \$250.00. Make checks payable to the City of Escanaba. Check is enclosed.

I/We have read and understood the Specifications, Policies, and Guidelines for Ludington Park Food/Drink Concessions - 2015 Summer Season, and agree to all provisions contained within.

NAME OF COMPANY/ORGANIZATION

Hungry Mutt

NAME OF OWNER/REPRESENTATIVE

Michael Chapman CCC

SIGNATURE OF OWNER/REPRESENTATIVE

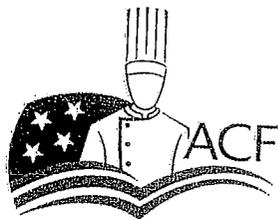
[Handwritten Signature]

DATE

3-3-2015

Mike Chapman

Certified Chef De Cuisine



American Culinary Federation
The Standard of Excellence for Chefs

November 7, 2014

Michael M. Chapman, CCC
712 S 10th St
Escanaba, MI 49829-3627

Dear Michael,

On behalf of the officers and members of the American Culinary Federation, I would like to congratulate you on successfully completing the ACF recertification process.

Your Certified Chef de Cuisine recertification is valid until 1/22/2020. Recertification is due on every fifth anniversary of your certification date and is based on continuing education.

By documenting a well recognized and accepted set of professional standards, you have demonstrated your knowledge and experience in the Culinary Arts and you are certainly to be commended.

It is indeed a pleasure for me to join with all your culinary colleagues across the country in recognizing you for this very important accomplishment. I urge you to encourage your fellow members who have not as yet sought certification to do so with the same commitment and dedication that you have obviously done.

Best wishes to you and again, Congratulations!

Sincerely,

Donald Dickinson, CEC®, CCA®, AAC
ACF Certification Chair



Exam Form No. 4529

Cert. No. 7156045



ServSafe[®] Certification

to **MICHAEL CHAPMAN**

for successfully completing the standards set forth by the National Restaurant Association Educational Foundation for the ServSafe[®] Food Protection Manager Certification Examination.

Date of Examination: 6/7/2010

Date of Expiration: 6/7/2015

Local laws apply. Check with your local regulatory agency for recertification requirements.

©2009 National Restaurant Association Educational Foundation. All rights reserved.



#0655

CITY OF ESCANABA

No. **105**
101-000-451-000

Amount \$ **\$50.00**

Date **Feb. 19, 2015**

This Certifies that **Hungry Mutt**
licensed to **vend food**

is hereby

within the limits of the City of Escanaba, County of Delta, State of Michigan, in accordance with the Regulations and Provisions of the Charter and Ordinances of the City of Escanaba, for a period of **10 1/2 months** from this date, unless this License be sooner revoked.

This License is revokable at the pleasure of the Authority granting same, and must be conspicuously displayed within the place of business.

Expires **December 31, 2015**



Clerk



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/23/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Luft Insurance Agency 906 Ludington Street Escanaba MI 49829	CONTACT NAME: JOHN LUFT
	PHONE (A/C, No, Ext): [REDACTED] FAX (A/C, No): [REDACTED] E-MAIL ADDRESS: [REDACTED]
INSURED HUNGRY MUTT [REDACTED] [REDACTED]	INSURER(S) AFFORDING COVERAGE
	INSURER A: ALLIED INSURANCE COMPANY
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

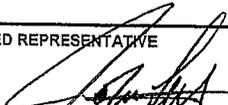
COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			[REDACTED]	01/01/2015	01/01/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			[REDACTED]	02/01/2015	02/01/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			[REDACTED]	01/01/2015	01/01/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

FOOD CART (HOT DOG)

CERTIFICATE HOLDER	CANCELLATION
CITY OF ESCANABA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  JOHN LUFT

MICHAEL OR JENNIFER CHAPMAN

ESCANABA, MI 49829
906-786-7213

3-3-2015

Date

Pay to the
Order of

City of Escanaba

\$ 250.00

Two hundred fifty dollars

Dollars

Secure Features
Detailed on
Back



Delta County
Credit Union Ph: 906-786-7213
Escanaba, MI 49829

For

[Redacted]

[Signature]

IUP

Holland Clearing

NOTICE TO PORTABLE FOOD/DRINK CONCESSIONAIRES

The City of Escanaba is seeking proposals from food/drink concessionaires for the purpose of providing concessions in Escanaba's Ludington Park during the 2015 summer season. Two successful vendors will be awarded exclusive food and drink concession rights during the summer season, except on designated special event days in Ludington Park.

Sealed proposals will be received by the City of Escanaba Clerk's Office in Room 101 of City Hall, 410 Ludington Street, Escanaba, Michigan, on or before 2:00 p.m. on March 3, 2015 for furnishing food/drink concessions at Ludington Park. The proposals will be publicly opened and read at said time and date. (FAX and E-MAIL transmittals will not be accepted.)

Concessionaire's proposal forms and specifications are available at the City Clerk's Office or the Recreation Department Office, 225 North 21st Street. Proposals will not be considered unless the proposal form furnished by the City is properly completed and enclosed in a seal envelope marked:

LUDINGTON PARK CONCESSION PROPOSAL OF March 3, 2015

The City of Escanaba reserves the right to reject all proposals, or any part of any proposal and to waive irregularities in the proposals received.

Robert S. Richards
City Clerk

SPECIFICATIONS, POLICIES AND GUIDELINES
FOR
LUDINGTON PARK FOOD/DRINK CONCESSIONS
2015 SUMMER SEASON

1. **GENERAL INFORMATION:** The City of Escanaba is soliciting proposals from food/drink vendors and concessionaires to provide food and soft drink services at Ludington Park during the entire 2015 summer season. Ludington Park is a 120 acre city/regional park containing a variety of prime recreation and picnic facilities. Ludington Park services a population of approximately 30,000 persons in Delta County and is utilized daily by several hundred to several thousand users.

The City of Escanaba intends to award two (2) seasonal concessionaires the right to vend food/beverages in Ludington Park for the duration of the summer season. Each vendor will be assigned a specific "territory" within the park. Proposals submitted by concessionaires will be evaluated upon several factors including menus/food/drink selection, anticipated days and hours the concessionaire proposes to operate his/her vending business in Ludington Park and/or past performance with the City of Escanaba.

2. **PURPOSE/GOAL OF THIS CALL FOR PROPOSALS:** The City of Escanaba's purpose and goal of calling for food/drink concession proposals for the Ludington Park 2015 summer season is two-fold:
 - To serve the users of Ludington Park with food/drink concessions; and
 - To structure the Specifications, Goals and Policies for concessionaires, outlined in this document, with sufficient options and flexibility to permit vendors the opportunity to maximize their business and serve the public.

3. **CONCESSION AREA:** The City intends to designate two (2) concession areas "territories" of Ludington Park to two (2) commercial or non-profit food concessionaires who meet the minimum requirements as outlined within these specifications, policies and guidelines. The concession territories are:

TERRITORY #1 – MUNICIPAL BEACH: One (1) vendor/concessionaire shall be assigned the right to vend food/drink items at the Escanaba Municipal Beach/Aronson Island in Ludington Park. During a typical summer season, the supervised waterfront and other areas of Aronson Island receives approximately 40,000 to 50,000 uses per season. One (1) vendor shall be assigned concessionaire rights to this area.

TERRITORY #2 – ALL OTHER AREAS OF LUDINGTON PARK: One (1) concessionaire shall be assigned the right to vend food/drink items within all other areas of Ludington Park, **except Aronson Island and the Marina.** Due to the

physical size of the area to be served and shifting activities by persons using the park, the concessionaire assigned this area will, at his/her option, select site that are most beneficial to the public and his/her vending business. The vending site options are:

- Bandshell;
- Harbor Hideout/Courts/Picnic Area; and
- Municipal Dock

The appointed concessionaire shall have the right to vend food/drink items in the area herein described during the 2015 summer season except on those days designated by the City as "Special Event Days". On Special Event Days, other vendors will also be invited by the City.

4. **CONCESSIONAIRE'S FEE:** The prospective concessionaire shall submit a fee with the *Proposal Form* in the amount of \$250.00 in order for the City of Escanaba to consider awarding concession rights within one of two territories within Ludington Park. The appointed concessionaire's fees shall be retained by the City to offset costs involved, i.e.: trash collection, utilities, etc. Concessionaires not selected will have their \$250.00 returned in ten (10) days.
5. **CONCESSIONAIRE'S MENU/FOOD AND DRINK SELECTION:** Concessionaire's proposals will be evaluated on a number of factors. Food and drink selection offered by the Concessionaire to the public will be evaluated. Provide a complete list of foods, both prepared and/or pre-packaged, and drink selection within the proposal form.
6. **CONCESSIONAIRE'S DAYS/TIMES OF OPERATION:** Provide upon the proposal form, days of the week and daily times the vending operation is anticipated to be present and operational in Ludington Park. This will be a critical factor in the City's evaluation of the concessionaire's proposal as the City wishes the park/beach to be serviced with food and drink concessions at peak use times both during weekday evenings and on weekends. It is the intent of this paragraph to permit the vendor maximum flexibility to determine best days and times to vend in the park.
7. **HEALTH INSPECTION CERTIFICATION:** Provide, with this proposal, a current valid copy of the concessionaire's County Health Certification for 2015. If a current certificate is not available, last year's certification will suffice or evidence certification has been applied for. A valid 2015 County Health Certification is required prior to the placement of any vending unit in Ludington Park.
8. **INSURANCES:** The concessionaire shall provide, with this proposal, evidence of the following insurance policies/certification:

Workers Compensation

Coverage A	Statutory – Michigan
Coverage B	\$100,000

Comprehensive General Liability

Bodily Injury	\$1,000,000 Combined Single Limits (minimum)
Property Damage	\$1,000,000 Combined Single Limits (minimum)

Comprehensive Auto Liability

Auto Liability	\$1,000,000 Combined Single Limits (minimum)
----------------	--

Upon award of vending rights to the concessionaire, the concessionaire shall provide the City of Escanaba with a current and updated Certificate of Insurance providing the minimum coverages, as specified. The City of Escanaba shall be named as “additional insured” to all policies.

9. **CONCESSIONAIRE’S VENDING UNIT LOCATION:** The appointed concessionaire may vend food/drink concessions within the territory awarded. The vending unit must be portable. The concessionaire has the option to place and keep vending unit in Ludington Park for extended time periods for the duration of the agreement. It shall be the Concessionaire’s responsibility to secure the vending unit when not in use and the City of Escanaba shall not be responsible for damages, theft or vandalism to the unit. The vending unit may not be placed upon any roadway or other areas which may create a safety hazard nor interfere with customary park activities.
10. **CONCESSIONAIRE’S HOURS OF OPERATION:** As per Section 6 of the Specifications the vendor is to provide his/her anticipated hours of operation in Ludington Park within the territories granted. Ludington Park hours are 7:30 am to 11:00 pm seven days a week. Vendors may not be open for business outside these hours.
11. **SUMMER SEASON TERM DEFINED:** The summer season in Ludington Park is defined as May through Labor Day. The appointed concessionaire must vend during this time period as a minimum and may also vend, at his/her discretion before May or after Labor Day. The Municipal Beach/Aronson Island season is defined as the period June 1 through August 23. The Beach Concessionaire may also vend beyond August 23.
12. **TRANSIENT MERCHANT’S LICENSE:** The appointed concessionaire must obtain a Transient Merchant’s License from the City Clerk’s Office. The seasonal license fee is \$60.00 with the concessionaire providing proof of Health

Certification, Insurances, and successfully pass a fire inspection by the Public Safety Department, if applicable.

13. **UTILITIES:** The City of Escanaba will provide electric and/or water service connections for the Concessionaire at locations listed below. The City, however, is not obligated nor responsible for service interruptions.

<u>SITE</u>	<u>ELECTRIC</u>	<u>WATER</u>
Municipal Beach	110V	None
Bandshell	110/240V	Yes
Harbor Hideout	110/240V	Yes
Municipal Dock	110/240V	Yes

Water utilities within Ludington Park, except for Aronson Island, are available at each drinking fountain location. Any alternative to utilities shall be completed at vendor's expense pending approval from the City of Escanaba.

14. **TRASH AND LITTER:** The concessionaire must provide a minimum of two (2) trash receptacles to adequately handle trash and litter generated by the concession. Trash generated by vendors/customers must be bagged, tied, and disposed of daily by the vendor. The vendor is responsible for the proper disposing of all trash, litter and packaging. A dumpster shall be provided for disposal of concessionaires trash located near the park restroom.
15. **ALCOHOLIC BEVERAGES/OTHER LAWS:** The concessionaire may not dispense alcoholic beverages and agrees to adhere to all codes, ordinances, laws, policies and directives governing Ludington Park.
16. **SPECIAL EVENT DAYS:** The successful concessionaire/vendors awarded rights to vend in Ludington Park during the summer season will be the only food/drink vendors within the territories of Ludington Park so assigned by the City, except during those days/times designated as "Special Events". On "Special Event" days, the City shall have the option to select the placement of other food/drink vendors in the park.

Certain special events shall also have concession rights for the event awarded to the event's sponsoring organization. The Ludington Park concessionaires will be given the opportunity to participate in these activities, subject to the terms and conditions of the sponsoring organizations.

17. **SUB-LEASING:** The successful concessionaire shall be prohibited from sub-leasing or in any way transferring his/her right to vend in Ludington Park to any other party or individual.

18. **CONDITION OF PREMISES:** Taking possession of the premises by the concessionaire shall constitute acknowledgment that such premises are in good condition. Vendor shall accept concession premises in its existing condition and the City shall not be required to make any alteration.
19. **QUALITY OF SERVICE:** All items sold by the concessionaire shall be of first class quality and the services provided by the concessionaire shall be rendered courteously and efficiently. The City reserves the right to prohibit the sale of any item that it deems objectionable.
20. **APPEARANCE OF VENDING AREA:** The Concessionaire shall submit a photo of the vending unit with the proposal. The vending unit shall appear compatible with the surroundings in Ludington Park. The vending unit area shall also be kept in a neat and orderly fashion.
21. **INDEMNIFICATION:** The concessionaire shall hold the City of Escanaba harmless from and shall defend and indemnify the City of Escanaba from and against all liability for injuries or deaths of persons or damage to property arising from activities under this assignment, including loss predicated on active or passive negligence of the City of Escanaba.

22. **CITY COORDINATOR:**

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