



# Houghton County Courthouse I.T. Rewiring Bid Tabulation

Bids due April 3, 2019 - 12:00 pm

Contractor	Bid
BAY ELECTRIC, INC.	\$ 47,100 <sup>00</sup>
KEWEENAW POWER & LIGHT	\$ 92,580 <sup>00</sup>
ERICO ELECTRIC, INC.	\$ 55,000 <sup>00</sup>
	\$
	\$
	\$

Houghton County 2019 Remonumentation Grant  
List of Individual Contracts

Contractor	Contact Total
UP Engineers & Architects	\$14,625.00
Hein Surveying	\$11,415.00
Traverse Engineering Services	\$14,625.00
Clearwater Surveying	\$16,105.00
Crampton Surveying	\$12,445.00



Eric Forsberg &lt;eric@houghtoncounty.net&gt;

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**canvasser's pay**

1 message

**Jennifer Kelly** <jennifer@houghtoncounty.net>

Mon, Mar 18, 2019 at 9:27 AM

To: Eric Forsberg &lt;eric@houghtoncounty.net&gt;

Due to a change with the statute, the BOC must set the pay for the Houghton County Canvassers by Resolution. The changes were in Section 24e(2) and Section 28. I am enclosing House Bill No. 4738 for you/and or the BOC to review. I have put a \* next to the section for the BOC.

We currently pay the Canvasser's \$30 per canvassing session and mileage. My hope is we can maybe increase it to \$40 per canvassing session and NOT do mileage anymore as those checks are so tiny anyways and 2 of the Canvassers do not even ask for mileage.

I will need the BOC to have the Resolution done before the May election so the Canvassers can get paid after the May Canvassing is done. Thank you! 🚲

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If you have any questions, please contact me.

Jennifer Kelly  
Houghton County Clerk/Register of Deeds  
401 E. Houghton Avenue, Houghton, MI 49931  
(906)482-1150

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 **scan0010.pdf**  
3546K

Act No. 614  
Public Acts of 2018  
Approved by the Governor  
December 28, 2018  
Filed with the Secretary of State  
December 28, 2018  
EFFECTIVE DATE: March 28, 2019

**STATE OF MICHIGAN  
99TH LEGISLATURE  
REGULAR SESSION OF 2018**

Introduced by Rep. Moss

**ENROLLED HOUSE BILL No. 4734**

AN ACT to amend 1954 PA 116, entitled "An act to reorganize, consolidate, and add to the election laws; to provide for election officials and prescribe their powers and duties; to prescribe the powers and duties of certain state departments, state agencies, and state and local officials and employees; to provide for the nomination and election of candidates for public office; to provide for the resignation, removal, and recall of certain public officers; to provide for the filling of vacancies in public office; to provide for and regulate primaries and elections; to provide for the purity of elections; to guard against the abuse of the elective franchise; to define violations of this act; to provide appropriations; to prescribe penalties and provide remedies; and to repeal certain acts and all other acts inconsistent with this act," by amending sections 23, 24e, 28, 821, 822, and 830 (MCL 168.23, 168.24e, 168.28, 168.821, 168.822, and 168.830), section 23 as amended by 2012 PA 417, section 821 as amended by 2003 PA 302, and section 822 as amended by 2013 PA 51, and section 830 as amended by 2018 PA 341, and by adding sections 668b and 824a; and to repeal acts and parts of acts.

*The People of the State of Michigan enact:*

Sec. 23. (1) The chief or only judge of probate of the county or probate court district, the county clerk, and the county treasurer shall constitute a board of county election commissioners for each county. The chief or only judge of probate of the county or probate court district and the county clerk shall act respectively as chairperson and secretary of the board. In the absence or disqualification of the county clerk from any meeting of the board of county election commissioners, the board may select 1 of the county clerk's deputies to act in the county clerk's place. In the absence or disqualification of any member of the board of county election commissioners other than the county clerk, the members of the board who are present shall appoint the county prosecuting attorney, county sheriff, or register of deeds in the absent or disqualified member's place, and the appointed county officer, on being notified, shall attend without delay and act as a member of the board.

(2) If a member of the board is involved in the recall of an officer, either by assisting in the preparation of the petition for recall or by being an officer whose recall is sought, then the member of the board is disqualified with respect to any determination under section 952 and must be replaced as provided in this section.

Sec. 24e. (1) The board shall meet as necessary to transact their business, and during the month of January in each even numbered year elect 1 of their members chairperson and 1 as vice-chairperson. Any 3 members constitute a quorum, but no action becomes effective unless 1 member from each political party represented concurs in the action.

(2) The county clerk is the clerk of the board of county canvassers. The county clerk may employ any assistants as are necessary to adequately perform the duties of the board. The payment for the assistants must be in amounts authorized by the county clerk and must be paid from an appropriation made for that purpose by the county board of commissioners before the canvass.

Sec. 28. Members of the various boards of election commissioners and any other person charged with duties in connection with the conduct of primaries, elections, canvassing of returns, and recounts must receive compensation as is determined by the legislative body of this state, the county, the city, the township, or the village, as applicable. The county board of commissioners shall consult with the county clerk to determine the compensation for the board of county canvassers and any assistants employed by the county board of canvassers.

Sec. 668b. (1) Each city or township shall use the electronic poll book software developed by the bureau of elections in each election precinct in the city or township on election day to process voters and generate election precinct reports.

(2) Except as otherwise provided in subsection (3), after 4 p.m. on the day before an election, each city or township clerk shall download the electronic poll book software from the qualified voter file software.

(3) In a city or township with more than 50 election precincts, the city or township clerk may begin downloading the electronic poll book software from the qualified voter file software after 2 p.m. on the Saturday before an election. If a city or township clerk downloads the electronic poll book software from the qualified voter file software before 4 p.m. on the day before an election as provided in this subsection, the city or township clerk must provide a supplemental absent voter list to each election precinct before the polls open on election day that captures any absent voter activity in the city or township between 2 p.m. on the Saturday before the election and 4 p.m. on the Monday before the election.

Sec. 821. (1) Except as provided in subsection (2), the board of county canvassers shall meet at the office of the county clerk no later than 9 a.m. on the Thursday after any election held in the county. The county clerk or the county clerk's staff shall determine the meeting date and time for the board of county canvassers.

(2) If, at an election held on the May regular election date, a ballot question appears on the ballot concerning an authorized millage that is subject to a millage reduction as provided in section 31d of the general property tax act, 1893 PA 206, MCL 211.34d, the board of county canvassers shall meet to canvass and certify the results of the vote on that proposition after May 31 and before June 15 following the election.

Sec. 822. (1) The board of county canvassers shall then proceed without delay to canvass the returns of votes cast for all candidates for offices voted for and all questions voted on at the election, according to the precinct returns filed with the probate judge or presiding probate judge by the several city and township clerks, or in case of local elections according to the precinct returns filed with the county clerk, and must conclude the canvass at the earliest possible time and in every case no later than the fourteenth day after the election.

(2) If the board of county canvassers fails to certify the results of any election for any officer or proposition by the fourteenth day after the election as provided, the board of county canvassers shall immediately deliver to the secretary of the board of state canvassers all records and other information pertaining to the election. The board of state canvassers shall meet immediately and make the necessary determinations and certify the results within the 10 days immediately following the receipt of the records from the board of county canvassers. The cost of the canvass must be borne by the county involved.

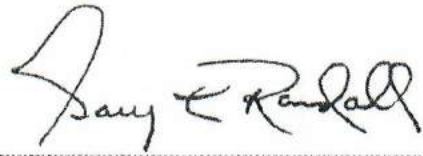
Sec. 824a. In any statement prepared under section 824, the board of county canvassers shall disclose the number of out-of-balance precincts that were not reconciled during the county canvass process.

Sec. 830. Each county clerk must receive reasonable compensation for services performed under this act as is allowed by the county board of commissioners, which compensation must be paid out of the treasury of the county.

Enacting section 1. Sections 24f and 24h of the Michigan election law, 1954 PA 116, MCL 168.24f and 168.24h, are repealed.

Enacting section 2. This amendatory act takes effect 90 days after the date it is enacted into law.

This act is ordered to take immediate effect.



.....  
Clerk of the House of Representatives



.....  
Secretary of the Senate

Approved.....

.....  
Governor



Jennifer Kelly &lt;jennifer@houghtoncounty.net&gt;

## Board of Canvassers Per diem

2 messages

**Marney Kast** <mkast@co.hillsdale.mi.us>

Fri, Mar 15, 2019 at 8:29 AM

Reply-To: mkast@co.hillsdale.mi.us

To: Caroline Wilson <cwilson@shiwassee.net>, Minde Lux <mlux@isabellacounty.org>, Italsma@mqtco.org, Lindsay Oswald <OswaldL@stjosephcountymi.org>, Kristen Millard <kmillard@montcalm.us>, ppalmer@barryco.org, jcooper@ioniacounty.org, Jodi Fetting <jfetting@tuscolacounty.org>, Monicam@cassco.org, jasonv@co.newaygo.mi.us, countyclerk@sanilacounty.net, Marcee Purcell <mpurcell@mecostacounty.org>, Terry Kubasiak <TKubasiak@countyofbranch.com>, Angie Thompson <gratiotcountyclerk@yahoo.com>, cmaleport@chippewacountymi.gov, Clerk <clerk@deltacountymi.org>, countyclerk@houghtoncounty.net, neall@co.huron.mi.us, Elaine Richardson <elaine@wexfordcounty.org>, jwallin@emmetcounty.org

Good Morning --

Thanks to all of you who have submitted the salaries that I have requested -- still waiting on a few more. If you could get those figures in I would appreciate it. Since the law changed regarding the payment to our board of canvassers, I am wondering what your Board of Commissioners Per Diem is set at which that is what we have paid our Board of Canvassers and clerks (yes, we get paid as well when canvassing). We need to get the pay set for our Board of Canvassers by the Board of Commissioners. Mileage can be also a part of their pay but not mandatory. If your county has already set the Canvassers pay, please let me know the amount and if mileage is also paid. If not, please let me know what your Board of Commissioners per diem pay is set at.

I will also share this information too.

Thanks my friends!

Marney

Marney M. Kast

Hillsdale County Clerk

Voice: 517-437-3391

Fax: 517-437-3392

Email: mkast@co.hillsdale.mi.us

**Marney Kast** <mkast@co.hillsdale.mi.us>

Fri, Mar 15, 2019 at 11:56 AM

Reply-To: mkast@co.hillsdale.mi.us

To: Caroline Wilson <cwilson@shiwassee.net>, Minde Lux <mlux@isabellacounty.org>, Italsma@mqtco.org, Lindsay Oswald <OswaldL@stjosephcountymi.org>, Kristen Millard <kmillard@montcalm.us>, ppalmer@barryco.org, jcooper@ioniacounty.org, Jodi Fetting <jfetting@tuscolacounty.org>, Monicam@cassco.org, jasonv@co.newaygo.mi.us, countyclerk@sanilacounty.net, Marcee Purcell <mpurcell@mecostacounty.org>, Terry Kubasiak <TKubasiak@countyofbranch.com>, Angie Thompson <gratiotcountyclerk@yahoo.com>, cmaleport@chippewacountymi.gov, Clerk <clerk@deltacountymi.org>, countyclerk@houghtoncounty.net, neall@co.huron.mi.us, Elaine Richardson <elaine@wexfordcounty.org>, jwallin@emmetcounty.org



Jennifer Kelly <jennifer@houghtoncounty.net>

**Board of Canvassers Per diem**

**Marney Kast** <mkast@co.hillsdale.mi.us>  
Reply-To: mkast@co.hillsdale.mi.us  
To: Jennifer Kelly <jennifer@houghtoncounty.net>

Mon, Mar 18, 2019 at 8:40 AM

The law just changed at the end of last year. As of right now, the board of canvassers receive no pay. Public Act 614 of 2018 states that the commissioners need to set their per diem by resolution – Section 24e(2) and Section 28. Don't you love how we have to keep on top of these things!

Marney M. Kast

Hillsdale County Clerk

Voice: 517-437-3391

Fax: 517-437-3392

Email: mkast@co.hillsdale.mi.us

**From:** Jennifer Kelly [mailto:jennifer@houghtoncounty.net]  
**Sent:** Monday, March 18, 2019 8:37 AM  
**To:** Kast, Marney

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STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

GRETCHEN WHITMER  
GOVERNOR

RACHAEL EUBANKS  
STATE TREASURER

April 1, 2019

**Notice of Intent To  
Withhold State Payments**

Municipality Code: 310000  
APR Form ID Number: 61690  
Report ID Number: 89578

**Sent Via Email**

Chief Administrative Officer  
Houghton County  
debbie@rukkilanegro.com

Dear Chief Administrative Officer:

The Glenn Steil State Revenue Sharing Act of 1971, Public Act 140 of 1971, Section 21(2) states that units of local government (local units) that end their fiscal year in a deficit condition shall formulate a deficit elimination plan. Any assessment of a local unit's deficit condition should be made using the guidelines provided in Treasury Website (Numbered Letter 2016-1).

The Community Engagement and Finance Division received an audit report from your local unit for the fiscal year ending 2018. Your Certified Public Accountant has indicated a deficit in one or more funds as follows:

<u>FUND NAME</u>	<u>AMOUNT</u>
Passenger Facility Charge	-\$268,161.00
Twin Lakes Special Assessment District	-\$74,780.00
Rice Lake Special Assessment District	-\$121,053.00
Child Care Fund	-\$35,059.00

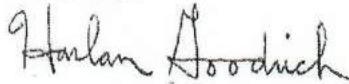
If a deficit exists in the General Fund, the General Fund plan should include a monthly breakdown of revenues and expenditures for the first two years of the projection and annual detail for the remaining years. For example, a five-year plan would show monthly detail for 24 months, and annual detail for the remaining three years. When a revised plan is submitted in the subsequent year, it would include a monthly breakdown for two years and an annual breakdown for the remaining two years. The monthly breakdown shall be for actual revenue and expenditures expected that month. For example, property taxes should be included in the months the taxes are projected to be

actually collected. It shall not be merely the annual revenue and expenditures divided by 12 months. This will allow for a more meaningful picture of how the municipality is progressing on a monthly basis.

Except where indicated "No Plan Necessary," please upload a deficit elimination plan for all funds listed above and a certified resolution online at Michigan Department of Treasury/online report within 30 days from the date of this letter. Should a plan not be filed within 30 days, we may withhold 25% of the local unit's State Incentive Payments or payments issued under Public Act 140 of 1971, the Glenn Steil State Revenue Sharing Act of 1971. Once withheld, payments are not released when a plan has been *filed*, but when a plan has been *evaluated and certified* by Treasury.

After receiving your plan, we will notify you by email if additional information is needed or that your plan has been certified. If you have any questions, contact the Municipal Finance Section at (517) 335-7469 or email questions to [Treas\\_MunicipalFinance@Michigan.gov](mailto:Treas_MunicipalFinance@Michigan.gov).

Sincerely,

A handwritten signature in cursive script that reads "Harlan Goodrich".

Harlan Goodrich, Municipal Finance Manager  
Community Engagement and Finance Division

**MICHIGAN COMMUNITY RESOLUTION AND INTERGOVERNMENTAL**  
**AGREEMENT TO MANAGE FLOODPLAIN DEVELOPMENT**  
**FOR THE NATIONAL FLOOD INSURANCE PROGRAM**

Community A *Adams Township* Community/Entity B *Houghton County*):

**WHEREAS**, Community A desires to participate in the Federal Emergency Management Agency's (FEMA) National Flood Insurance Program (NFIP) by complying with the program's applicable statutory and regulatory requirements for the purposes of significantly reducing flood hazards to persons, reducing property damage, reducing public expenditures, and providing for the availability of flood insurance and federal funds or loans within its community; and

**WHEREAS**, the NFIP requires that floodplain management regulations must be present and enforced in participating communities, and utilize the following definitions which also apply for the purposes of this resolution:

1. Flood or Flooding means:
  - a. A general and temporary condition of partial or complete inundation of normally dry land areas from: 1) the overflow of inland or tidal waters, 2) the unusual and rapid accumulation or runoff of surface waters from any source, 3) mudflows, and
  - b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding, as defined in paragraph (a)(1) of this definition.
2. Flood Hazard Boundary Map (FHBM) means an official map of a community, as may have been issued by the FEMA, where the boundaries of the areas of flood, mudslide (i.e., mudflow) related erosion areas having special hazards have been designated as Zone A, M, and/or E.
3. Floodplain means any land area susceptible to being inundated by water from any source (see definition of flooding).
4. Floodplain management means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.
5. Floodplain management regulations means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance, and erosion control ordinance) and other applications of police power that provide standards for the purpose of flood damage prevention and reduction.
6. Structure means a walled and roofed building that is principally above ground, gas or liquid storage facility, as well as a mobile home or manufactured unit.

**WHEREAS**, the Stille-Derossett-Hale Single State Construction Code Act", Act No. 230 of the Public Acts of 1972, as amended, (construction code act), along with its authorization of the state construction code composed of the Michigan Residential Code and the Michigan Building Code [and

its Appendices (specifically Appendix G)] contains floodplain development and management regulations that comply with the FEMA NFIP minimum floodplain management criteria for flood prone areas as detailed in Title 44 of the Code of Federal Regulations (44 CFR), Section 60.3, and

**WHEREAS**, by the action dates of this document or an existing historical agreement dated April 1, 2019, Community/Entity B affirms/agrees on behalf of Community A to function as the designated enforcing agency to discharge the responsibility of administering, applying, and enforcing the construction code act and the state construction code, specifically the Michigan Residential Code and the Michigan Building Code, and the Michigan Rehabilitation Code for Existing Buildings to all development within Community A's political boundaries, and

**WHEREAS**, Community A and Community/Entity B enforce floodplain regulations of the construction code act, and Community A wishes to ensure that the administration of that code complies with requirements of the NFIP, and

**NOW THEREFORE**, to maintain eligibility and continued participation in the NFIP,

1. Community A and Community/Entity B agree that Community/Entity B's officially designated enforcing agency for the construction code act, Building Department Official of Houghton County, be directed to administer, apply, and enforce on Community A's behalf the floodplain management regulations as contained in the state construction code (including Appendix G) and to be consistent with those regulations, by:
  - a. Obtaining, reviewing, and reasonably utilizing flood elevation data available from federal, state, or other sources pending receipt of data from the FEMA to identify the flood hazard area, and areas with potential flooding, and
  - b. Ensuring that all permits necessary for development in floodplain areas have been issued, including a floodplain permit, approval, or letter of no authority from the Michigan Department of Environmental Quality under the floodplain regulatory provisions of Part 31, "Water Resources Protection," of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, and
  - c. Reviewing all permit applications to determine whether the proposed building sites will be reasonably safe from flooding. Where it is determined that a proposed building will be located in a flood hazard area or special flood hazard area, Community/Entity B shall implement the following applicable codes according to their terms:
    - i) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Residential Code.
    - ii) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Building Code.
    - iii) Appendix G of the current Michigan Building Code.
    - iv) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Rehabilitation Code for Existing Buildings.
  - d. Reviewing all proposed subdivisions to determine whether such proposals are reasonably safe from flooding and to ensure compliance with all applicable floodplain management regulations.
  - e. Assisting in the delineation of flood hazard areas; provide information concerning uses and occupancy of the floodplain or flood-related erosion areas, maintain flood proofing and lowest floor construction records, and cooperate with other officials, agencies, and persons for floodplain management.
  - f. Advising FEMA of any changes in community boundaries, including appropriate maps, and

- g. Maintaining records of new structures and substantially improved structures concerning any certificates of floodproofing, lowest floor elevation, basements, floodproofing, and elevation to which structures have been floodproofed.
2. Community A and Community/Entity B assure the Federal Insurance Administrator (Administrator) that they intend to review, on an ongoing basis, all amended and revised FHBMs and Flood Insurance Rate Maps (FIRMs) and related supporting data and revisions thereof and revisions of 44 CFR, Part 60, Criteria for Land Management and Use, and to make such revisions in its floodplain management regulations as may be necessary to assure Community A's compliant participation in the program.
  3. Community A further assures the Administrator that it will adopt the current effective FEMA Flood Insurance Study (FIS), FHBMs, and/or the FIRMs by reference within its Floodplain Management Map Adoption Ordinance or similarly binding ordinance documentation.

**FURTHER BE IT RESOLVED**, both communities declare their understanding that, until this resolution is rescinded or Community A makes other provision to enforce the construction code act:

1. Community/Entity B must administer and enforce the construction code act in accordance with the terms and the conditions contained herein, and
2. For Community A to continue its participation in the NFIP, the construction code act must be administered and enforced according to the conditions contained herein.

**Community A:** Adams Township

Date Passed: April 1, 2019

Officer Name: Gerald Heikkinen

Title: Supervisor

Signature: Gerald Heikkinen

Date: April 1, 2019

Witness Name: Debbie Pindral

Title: Township Clerk

Signature: Debbie Pindral

Date: April 1, 2019

**Community/Entity B:**

Date Passed:

Officer Name:

Title:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Witness Name:

Title:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



100 Portage Street Houghton, MI 49931

906-482-4810 • 800-562-7684 • Fax: 906-482-9799

[U31-01048]

April 2, 2019

Houghton County Board of Commissioners  
Houghton County Controller's Office  
401 East Houghton Avenue  
Houghton, MI 49931

RE: HOUGHTON COUNTY JAIL AND COURTHOUSE  
COST ESTIMATES

Dear Commissioners,

After the community voted "NO" last year to funding a jail addition, we recognize the difficult task ahead for this board as you continue to explore options for a solution to the problems of overcrowding and insufficient facilities at the Houghton County Jail. We respect your mission to engage a broad section of the community and to thoughtfully consider multiple solutions before locking onto one proposal.

Specifically, this board has made two recommendations:

1. Form a new Task Force to include representatives from each of the townships and cities in the county, as well as law enforcement, mental health, and other community-minded groups.
2. Consider multiple options and their costs before pursuing the most responsive and cost-effective solution to present to the community.

U.P. Engineers & Architects, Inc. (UPEA) proposes to provide cost estimating services to support Part 2 of your mission. It is understood that you seek cost estimates for four options; these are based on prior studies and proposals that have been put before the voters. The intent is not for these estimates to be precise, but they will provide relative costs to the options, which will ultimately be explored for further development.

The identified options include:

- Option 1.** Renovation of Camp Kitwen, a low security state prison that closed in 2009, at which time the heat and power were turned off. To become a county jail, the facility must be renovated to provide the security and amenities required of a county jail. Further, the facility has likely deteriorated while it remains unheated and unoccupied.
- Option 2.** Construct an entirely new courthouse and jail complex within the city limits. The new development will provide the jail and sheriff offices, courtrooms and court offices, and the administrative offices of the county.

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Offices also in:  
Iron Mountain  
Ishpeming  
Marinette  
Sault Ste Marie

**U.P. Engineers & Architects, Inc.**

[www.UPEA.com](http://www.UPEA.com)

**Option 3.** Construct a new jail and sheriff offices on county-owned property on the west side of Dodge Street, similar to the option on the 2010 ballot. This estimate will include an option to add district court facilities.

**Option 4.** Update the cost estimate for the jail addition as it was presented in 2018.

For Option 1, our team will rely on previous studies and recommendations to transform the facility into a county jail. Our team will make a brief site visit to understand the scope of renovations that will be required.

For Option 2, we will seek comparable facilities built in the Midwest over the past few years; these may provide insight into current jail construction trends and costs. We can use comparable project costs and add inflation and location factors to estimate the cost of a new justice center complex.

The intent is to provide relative costs of undeveloped design concepts. At some time down the road, a preferred option will be selected, and further development will be required. For this initial scope, we do not anticipate any planning meetings, design, or presentation drawings. After the task force has evaluated options and determined a direction to go forward, UPEA will submit a responding services proposal to develop the project further.

**UPEA's basic fee proposal includes:**

- Two meetings with the Task Force: 1) a brief meeting at the start of the estimating to ensure we are on the right track, and 2) a final meeting to present the results of estimating
- Tour of Camp Kitwen and review of recommendations for construction
- Construction Cost Estimates of the four options

UPEA will engage a cost consultant to assist with the estimating, Mill Creek North Consulting.

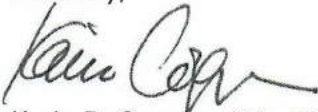
**The final deliverables will be four single-page construction cost estimates.**

We are not prepared to include the cost of operating the facilities, financing, millage rates, and annual payments. If these costs are provided to the estimating team, we can include a summary comparison of the annual costs of each option.

UPEA will provide the above services for a lump sum fee of \$9,600, including consultant fees.

If you have any questions, please do not hesitate to call. We look forward to hearing from you!

Sincerely,



Karin R. Cooper, AIA, LEED AP  
Associate/Project Manager