



OTTAWA COUNTY WATER RESOURCES COMMISSIONER

Joe Bush

12220 Fillmore Street
West Olive, Michigan 49460

BEECHTREE DRAIN

NOTICE OF LETTING AND DAY OF REVIEW OF APPORTIONMENTS

NOTICE OF LETTING

DATE: Thursday, February 11, 2021
TIME: 2:00 PM
LOCATION: Remote Electronic Access via Zoom
Zoom Link: <https://us02web.zoom.us/j/88405189508>
Meeting ID: 884 0518 9508
Telephone Access: (888) 475-4499
QUESTIONS: (616) 994-4530

The Ottawa County Water Resources Commissioner will meet via remote electronic access (Zoom) at the above date and time to receive construction bids for the Beechtree Drain as listed below. Please use the information listed above to access the Zoom meeting. Bids will then be opened and publicly announced.

The Drains will be let in one section as follows, having the length, average depth and width as set forth:

Estimated Quantity	Unit	Description
1	LSUM	Allowance - Electrical Service Upgrades
1	LSUM	Mobilization
1	LSUM	Site Clearing
1	LSUM	Pump Station and Appurtenances
1	LSUM	Electrical and Instrumentation
1	LSUM	Air/Vacuum Manhole and Appurtenances
1	LSUM	Doghouse Storm Sewer Manhole, 48 Inch, Complete
1	LSUM	Restoration and Cleanup
1,000	Ft	Soil Erosion and Sedimentation Control - Silt Fence
3	Ea	Connection to Existing Storm Sewer
55	Ft	Storm Sewer, 15 Inch, Plastic
16	Ft	Storm Sewer, 12 Inch, Match Existing Material
1	Ea	Storm Sewer, 12 Inch, Cut and Bulkhead
880	Ft	6-inch Pressure Main - HDD
880	Ft	6-inch Pressure Main - Open Excavation
100	Ft	6-inch Pressure Main - Jack and Bore
40	Syd	22A Aggregate, 8-inch depth, CIP
6	Ton	HMA, Match Existing
30	Ft	Exploratory Trenching

This Notice of Letting, the plans, specifications and bid proposal shall be considered a part of the Contract. The Contract will be let in accordance with the Contract Documents now on file at the Office of the Ottawa County Water Resources Commissioner, 12220 Fillmore Street, West Olive, Michigan 49460, and available for viewing to interested parties. Bids will be made and received in accordance with these documents. Bidding

Documents, including plans and specifications, may be examined at the following locations:

**Office of the Ottawa County
Water Resources Commissioner
12220 Fillmore Street
West Olive, Michigan 49460**

**Spicer Group, Inc.
2464 Byron Station Drive SW, Suite C
Byron Center, MI 49315**

Contract Documents may be obtained beginning at 8:30 A.M. local time on January 21, 2021 on the Bidding Section of the Spicer Group website at www.spicergroup.com. The digital project bidding documents may be viewed by entering Quest project number 7513297 on the website's project search page. There is a Fifteen Dollar (\$15.00) non-refundable fee for downloading the Contract Documents. Please contact Quest CDN Customer Support at (952) 233-1632 or info@questcdn.com for assistance in free membership registration, downloading and working with digital project information. Contract Documents must be downloaded from Quest CDN to bid on the project, to be included on the planholders list, and to receive Addenda.

A mandatory pre-bid conference for the contract will be held on Thursday, January 28, 2020 at 10:00 A.M. at American Dunes Golf Course, 17000 Lincoln St. Grand Haven, MI 49417.

A security deposit in the form of a cashier's check, money order, certified check or bidders bond shall be submitted with any bids. No cash will be permitted. The security deposits of all unsuccessful bidders shall be returned after the Contract is awarded.

The Contract will be awarded to the lowest responsive and responsible bidder giving adequate security for the performance of the work and meeting all conditions represented in the Instructions to Bidders. The Contract completion date and the terms of payment will be announced at the time and place of letting. We reserve the right to reject any and all bids and to adjourn to a time and location as we shall announce.

DAY OF REVIEW OF APPORTIONMENTS

DATE: Thursday, February 18, 2021
TIME: 9:00 A.M. – 5:00 P.M.
LOCATION: Remote Electronic Access (Via Zoom)
QUESTIONS: (616) 994-4530

The Day of Review is an opportunity to review the apportionment of benefit with the Water Resources Commissioner or a staff member. The Day of Review is being held via remote electronic access in accordance with the provisions of the Open Meetings Act due to the ongoing COVID-19 public health emergency.

Your participation in the Day of Review is welcomed but not required. Prior to the Day of Review, you may contact the Water Resources Commissioner's Office at (616) 994-4530 or visit its website at www.miottawa.org/Departments/Drain to get information about your apportionment and assessment.

The following is a description of the several tracts or parcels of lands constituting the Special Assessment Districts of the Drain:

Grand Haven Charter Township – T.7 N.-R.16 W.
Sections 9, 10, 14, 15, 16, 22 and 23

The following entities are to be assessed at large to pay part of the cost of constructing said Drain:

Ottawa County
Ottawa County Road Commission
Grand Haven Charter Township
Michigan Department of Transportation
CSX Transportation

Electronic participation will be conducted through Zoom. The Day of Review may be accessed through any device supporting the Zoom app, which includes many computers, laptops, smartphones. Users on a computer or laptop will be given the option to join the meeting through a web browser without downloading the Zoom app. Additionally, individuals may call into the Day of Review by telephone.

Prior to the Day of Review:

- **Website.** Please visit the Water Resources Commissioner's website at www.miottawa.org/Departments/Drain for more information regarding the Day of Review.
- **Email.** If you would like to ask questions about your proposed apportionment prior to the Day of Review, please email waterresourcescommissioner@miottawa.org and we will provide you information through email.
- **Telephone.** If you wish to speak with a staff member of the Water Resources Commissioner's Office about the proposed apportionment, please call (616) 994-4530.
- **Zoom.** We recommend downloading the Zoom app to your device prior to the Day of Review to ensure there is time to obtain technical advice if needed.
- **Special Access.** Persons with disabilities needing accommodations for effective participation in the Day of Review should contact the Water Resources Commissioner's Office at the number noted above (voice) or through the Michigan Relay Center at 7-1-1 (TDD) at least 24 hours in advance of the Day of Review to request mobility, visual, hearing or other assistance.

On the Day of Review:

- The Water Resources Commissioner, engineers and/or other staff members will be available to assist individuals throughout the day and make revisions where necessary. There is no need to schedule an appointment for a specific time on the Day of Review.
- To participate electronically through Zoom, you can access the Day of Review through the following link: <https://us02web.zoom.us/j/88405189508>
- For participation on Zoom via telephone, please call: (888) 475-4499.
- If prompted, the Zoom Meeting ID/Password is 884 0518 9508
- Once individuals have joined the Day of Review electronically, the Water Resources Commissioner will provide further information about procedures for participation.
- The computation of costs for the Drain will also be available at the Day of Review and will be on the Water Resources Commissioner's Office website. Drain assessments are collected in the same manner as property taxes and will appear on your winter tax bill. If drain assessments are being collected for more than one (1) year, you may pay the assessment in full with any interest to date at any time and avoid further interest charges.

After the Day of Review:

You may appeal the Water Resources Commissioner's determination of apportionments to the Ottawa County Probate Court within ten (10) days.

Joe Bush
Ottawa County Water Resources Commissioner

FAQs

Joe Bush
Ottawa County
Water Resources Commissioner



FREQUENTLY ASKED QUESTIONS Day of Review of Apportionments

Why did I receive a notice?

Notices went out to public entities and property owners with lands within the Drainage District.

What is a Drainage District?

A drainage district is the land area that benefits from the drain. The drainage district makes up the watershed that contributes water to the drain. The public entities and properties within the drainage district pay for maintenance and improvement of the drain.

What is a Day of Review of Apportionments?

A Day of Review of Apportionments provides an opportunity for property owners to review the percent of benefit of the drain assigned to properties and public entities. The apportionments of benefit to properties are based on acreage, land use, and other factors. The apportionments determine the assessment amount for each property and public entity for costs of construction or maintenance.

Why are the apportionments being revised?

The apportionments are being revised to more accurately reflect the percentage of benefit that each property and public entity receives from the drain.

If a parcel is on the outer boundary of a drainage district, only that portion of the parcel within the drainage district will be assessed.

When do I receive my drain assessment?

Drain assessments are included on your Winter Tax bill and are only levied when costs are incurred for the drain. Assessment amounts vary from year to year.

What is my assessment amount?

Estimated assessment amounts are available online at the Day of Review. If you are unable to attend, you may call the number listed on the notice if you have any questions.

Do I have to attend/participate in the Day of Review?

You are not required to attend the Day of Review.

Why would the Day of Review be held electronically?

The Day of Review will be held electronically if necessary to comply with federal and state recommendations to cease from any public assemblies, self-quarantine, and help prohibit the spread of COVID-19. Per your Notice, please confirm with the Water Resources Commissioner's office prior to the Day of Review to confirm if the meeting will be in-person or held electronically.

What is Zoom?

Zoom is a video conferencing service that allows for virtual meetings, either by video, audio-only, or both. Zoom meetings can be accessed through the Zoom app, an internet browser, or by telephone.

How do I download the Zoom app on my device?

You will be prompted to download the app when you enter the meeting link from your notice into a web browser on your computer or device. You can also download the app as follows:

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- **Computer.** The computer/laptop app is available for download at zoom.us/download. Select the download for "Zoom Client for Meetings."
- **Smartphone, tablet, and other app-based devices.** Search for "Zoom" in the app store for your device or go to zoom.us/download and select the appropriate link under "Zoom Mobile Apps."

How do I access the Day of Review on Zoom?

- **By App.** Enter the meeting link from your Notice into a web browser. Permission will be requested to open the app on your device. Alternatively, you can open the app, select "Join," enter the Meeting ID from your Notice, and press the "Join" button.
- **By Web Browser on Computer/Laptop.** Go to zoom.us/join, enter the Meeting ID, and select "Join." For further information about accessing from a web browser, please visit <https://support.zoom.us/hc/en-us/articles/201362593-Launching-Zoom-from-a-web-browser>.
- **By Telephone.** Dial the number provided on your Notice. If requested, enter the Meeting ID from your Notice.

How do I participate during the Day of Review?

Once you have entered the Zoom meeting, you will be automatically placed on "mute." The Water Resources Commissioner and meeting host will give further information about how to participate and when public comment is permitted. You are requested to remain "muted" until called on for comment.

How do I indicate I want to comment?

You can indicate that you would like to comment or ask a question by virtually "raising your hand," at which point a hand icon will

appear next to your name for the meeting host to see. To "raise your hand":

- **Computer.** Select the icon labeled "Participants" at the bottom of your screen. This will pull up a participant list on the right side of your screen. At the bottom of the participant list, select the "Raise Hand" button. Once called on to speak, select the "Unmute" button on your screen.
- **Smartphone, tablet, and other app-based devices.** Select the "Raise Hand" button at the bottom of your screen. If "Raise Hand" is not present, select the "More" button to reveal more controls. Once called on to speak, select the "Audio" or "Unmute" button on your screen.
- **Telephone.** Dial *9 to "Raise Hand." Once called on to speak, dial *6 to unmute your line.

What if I have difficulty accessing the Day of Review electronically?

Please call the Water Resources Commissioner's Office at (616) 994-4530. Every effort will be made to help ensure your participation.

Can I submit questions or comments prior to the Day of Review ?

Questions and comments prior to the meeting can be submitted as instructed in your Notice and by calling (616) 994-4530.

How can I get more information?

Visit the Water Resources Commissioner's website at <https://www.miottawa.org/Departments/Drain/notices.htm> or call (616) 994-4530.