



Michigan AgriBusiness Bid Response & Attachments

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Project:

City of Ann Arbor Public Services/WWTP
Land Application of Municipal Wastewater Biosolids RFP # 20-03

Vendor: Michigan AgriBusiness Solutions (referenced throughout the document as "MAS")

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Section A – Professional Qualifications

Company Introduction

Michigan AgriBusiness Solutions (herein known as “MAS”) is a Michigan based partnership founded in 2017. Partners Jim Jurgens and Ken Wegener formed a business from the remains of the exit of Synagro Central, LLC from the Michigan market. MAS purchased over \$1m in equipment from their former company while starting operations on April 1, 2017. The company, in 2017, 2018 and 2019, has hauled and land applied over 400 million gallons of biosolids in Michigan. The company is headquartered at 3050 Freeway Lane, Saginaw, MI 48601.

Project Personnel

Jim Jurgens, President/Member

Mr. Jurgens is responsible for overall management of biosolids project operations throughout Michigan. This includes supervision of Operation Managers, the Tech Service Manager and Tech Service Specialists, the equipment maintenance, transportation, permit compliance and customer relations.

Mr. Jurgens started MAS in 2017 after 10 years as a General Manager in manufacturing and service businesses. He has a B.A. degree in Business Administration from Baldwin Wallace College in Cleveland, Ohio. He earned his MBA in 2016 from Keller Graduate School of Management. Lastly, he earned his Black Belt Six Sigma certification from Notre Dame in 2008.

Ken Wegener, General Manager

As General Manager, Mr. Wegener is responsible for the overall management of all Michigan projects throughout the state. His responsibilities include supervision of Assistant Operation Managers, equipment maintenance, transportation, and customer relations.

Mr. Wegener has 30 years of experience in the industry. He currently oversees 7 full-service liquid land application crews that cover the State of Michigan. His span of responsibility covers over 60 municipal and industrial clients who generate over 140 million gallons of annual biosolids.

Bill Goetsch Technical Services Specialist

As Technical Services Specialist, Mr. Goetsch is responsible for oversight of our technical services staff for the State of Michigan. Bill has worked with over 75 Michigan WWTP's relative to biosolids management throughout the state. He has worked in Technical Services since 2005. His experience includes Residuals Management Plan Permit writing, biosolids sampling and procedures, land base permitting and maintenance, fertility recommendations, reporting and monitoring, and regulatory liaison, among others.

Mr. Goetsch has a B.S. in Food Systems Economics and Management with an emphasis in Crops and Soil Science from Michigan State University. He is a member of the Michigan Water Environment Association. He participates on the Biosolids Committee.

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Section A – Professional Qualifications - Continued

Project Personnel - Continued

Paul Vasold, Supervisor & Applicator

Mr. Vasold has been associated with farming for over 25 years. He has over 3 years of experience in the land application of liquid biosolids – all his experience coming from his management of the Ann Arbor Wastewater Treatment plant.

Subcontractors

MAS would propose to use several of the same subhaulers on this job that have been utilized in the past. This would include but is not limited to FAB Network, Divide Enterprises, Treichel Transport, Bill Birch Farms, Langley Farms, and/or Durango Trucking. Each of these suppliers is familiar with MAS and more importantly the protocols at the Ann Arbor WWTP. Each subhauler signs a 9-page document with MAS to set forth all aspects of contracted work from the rate and payment terms, to the safety responsibility and insurance requirements.

SV
1-14-20



Michigan AgriBusiness Bid Response & Attachments

Section B – Past Involvement with Similar Projects

Scope for all the below projects is liquid land applications of Biosolids.

<u>Project 1</u> 2017 (JUN-AUG) Nick Klein	Michigan Sugar (989) 686-0164 ext. 358	100% complete on ~26m gallons
<u>Project 2</u> 2018 (MAY-AUG) Nick Klein	Michigan Sugar (989) 686-0164 ext. 358	100% complete on ~26m gallons
<u>Project 3</u> 2017 (APR-NOV) Brian Baldwin	City of Saginaw 989-759-1630	100% complete on ~17m gallons
<u>Project 4</u> 2018 (APR-NOV) Brian Baldwin	City of Saginaw 989-759-1630	80% complete on ~17m gallons
<u>Project 5</u> 2017 (MAY-NOV) Keith Sanders	Ann Arbor 734-794-6450	100% complete on ~15.5m gallons
<u>Project 6</u> 2018 (MAY-NOV) Keith Sanders	Ann Arbor 734-794-6450	100% complete on ~15.5m gallons
<u>Project 7</u> 2017 (APR-NOV) Tim Lynch	Benton Harbor / St. Joseph 269-983-7719	100% complete on ~8m gallons
<u>Project 8</u> 2018 (APR-NOV) Tim Lynch	Benton Harbor / St. Joseph 269-983-7719	100% complete on ~8m gallons
<u>Project 9</u> 2017 (APR-NOV) Joe Goergen	Genesee County 810-232-7662	100% complete on ~28m gallons
<u>Project 10</u> 2018 (APR-NOV) Joe Goergen	Genesee County 810-232-7662	100% complete on ~28m gallons

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Michigan AgriBusiness Bid Response & Attachments

Section C – Proposed Work Plan

Attachment M – SOP: Liquid Land Application of Biosolids has been included with this RFP.

This document provides the basic, standard operating procedure (SOP) for the MAS work plan on each job site.

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1-19-20



Michigan AgriBusiness Bid Response & Attachments

Section D – Fee Proposal

See the separate, sealed envelope identified as Attachment L: Fee Proposal for the propose price per gallon for each year of the agreement.

Section E – Authorized Negotiator

The Authorized Negotiator for MAS is James (Jim) Jurgens, President/Member. Here is Mr. Jurgens' contact information:

Jim Jurgens
3050 Freeway Lane
Saginaw, MI 48601
989-780-4404 (cell)
jim@michagbusiness.net

Section F – Attachments

See Attachments at the end of this document. They included the following:

Attachment A	Proposal Submittal Form and Signature Page for Request for Proposal# 20-03 (1 Page)
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Michigan AgriBusiness Solutions, LLC
3050 Freeway Lane, Saginaw, Michigan 48601

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1.19.18



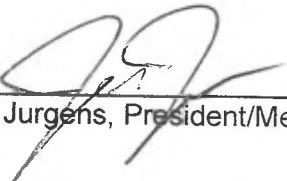
Michigan AgriBusiness Bid Response & Attachments

Section G – Other Responses

MAS is using this section to provide clarity on various items throughout the RFP document, if awarded the service agreement:

- MAS is intending on employing the CPI method for price per gallon increases.
- MAS would provide the City a 1% discount for invoices paid within 15 days of the invoice date via an ACH or EFT payment. This is the same construct as the agreement that was in place between our two organizations in 2019. Otherwise our payment terms are Net 30.
- Although it's not called out in our standard operating procedure, it is understood that there is a need to rent land for the City of Ann Arbor project – as we have done in the past.
- It is understood that MAS would sign the Ann Arbor Service Agreement if awarded the work.
- MAS acknowledges having read and understood the document entitled Addendum No. 1 for RFP No. 20-03. It has been initialed and is Attachment N to this document.

Approved:



James Jurgens, President/Member

1-19-20

Date

**ATTACHMENT A
PROPOSAL SUBMITTAL FORM AND SIGNATURE PAGE FOR
REQUEST FOR PROPOSAL# 20-03**

RESPONSE: Are these items included in your proposal? Respond Yes, No, or NA – Explain No or NA in Respondent Comments

N/A ANY EXCEPTION TO THE TERMS AND CONDITIONS AND SPECIFICATIONS HAVE BEEN IDENTIFIED and IT IS UNDERSTOOD THAT SUCH EXCEPTIONS MAY RESULT IN BY BID BEING DEEMED NONCONFORMING. (If no exception, indicate not applicable)

YES All requested documents requested have been included (for example, the Bid Bond or certified check.)

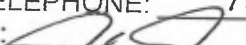
YES Reference list is attached.

YES Required performance, labor and material bonds and proof of insurance will be provided, if my firm receives the award.

YES The undersigned, RESPONDENT having examined the proposal terms and conditions and specifications, hereby proposes and agrees to perform, the services required within the time stipulated, all work required to be performed, and to provide labor materials, tools, expendable equipment and insurance necessary to complete, in a workmanlike manner, all of the work required for the City to make use of its services in strict conformity with the specifications and addenda.

Signature below certifies that I have carefully reviewed the City's terms, conditions, and specifications on this Request For Proposal and have clearly indicated in writing any exceptions my company is making to these terms, conditions, and specifications and am authorized to offer such services. **Respondent agrees to honor its proposal for a period of 120 days from the proposal due date.**

Therefore, I/we, the undersigned, hereby agree to provide the services and/or materials as specified if an award is made to my firm without any additional charges, terms, and/or conditions.

COMPANY NAME: * Michigan AgriBusiness Solutions, LLC
STREET/P. O. BOX: 3050 FREEWAY LANE
CITY, STATE, AND ZIP CODE: Saginaw, MI 48601
DATE: 1-5-20 TELEPHONE: 989-399-0800 FAX: 989-399-0811
AUTHORIZED SIGNATURE: 

PRINTED NAME OF SIGNER: James Jurgens
TITLE OF SIGNER: President/Member

* NOTE: If the RESPONDENT is a corporation, the legal name of the corporation shall be set forth above together with the signature of authorized officer or agents. If RESPONDENT is a partnership, the true name of the firm shall be set forth with the signature of the partners authorized to sign contracts on behalf of the partnership. If RESPONDENT is an individual, his signature shall be placed above.

Specific questions concerning your proposal should be directed to Keith Sanders via the contact information specified in Section 1,C of the RFP.

**ATTACHMENT B
LEGAL STATUS OF OFFEROR**

(The Respondent shall fill out the provision and strike out the remaining ones.)

The Respondent is:

- A corporation organized and doing business under the laws of the state of _____, for whom _____ bearing the office title of _____, whose signature is affixed to this proposal, is authorized to execute contracts on behalf of respondent.*

*If not incorporated in Michigan, please attach the corporation's Certificate of Authority

- A limited liability company doing business under the laws of the State of Michigan, whom James Jurgens bearing the title of President / member whose signature is affixed to this proposal, is authorized to execute contract on behalf of the LLC.
- A partnership organized under the laws of the State of _____ and filed with the County of _____, whose members are (attach list including street and mailing address for each.)
- An individual, whose signature with address, is affixed to this RFP.

Respondent has examined the basic requirements of this RFP and its scope of services, including all Addendum (if applicable) and hereby agrees to offer the services as specified in the RFP.

Signature  Date: 1-5-20

(Print) Name James Jurgens Title President / Member

Firm: Michigan Agr. Business Solutions, LLC

Address: 3050 Freeway Lane, Saginaw, MI 48601

Contact Phone 989-399-0800 Fax 989-399-0811

Email jrm@michagbusiness.net

**ATTACHMENT C
CITY OF ANN ARBOR DECLARATION OF COMPLIANCE**

Non-Discrimination Ordinance

The "non discrimination by city contractors" provision of the City of Ann Arbor Non-Discrimination Ordinance (Ann Arbor City Code Chapter 112, Section 9:158) requires all contractors proposing to do business with the City to treat employees in a manner which provides equal employment opportunity and does not discriminate against any of their employees, any City employee working with them, or any applicant for employment on the basis of actual or perceived age, arrest record, color, disability, educational association, familial status, family responsibilities, gender expression, gender identity, genetic information, height, HIV status, marital status, national origin, political beliefs, race, religion, sex, sexual orientation, source of income, veteran status, victim of domestic violence or stalking, or weight. It also requires that the contractors include a similar provision in all subcontracts that they execute for City work or programs.

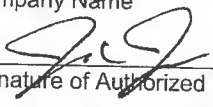
In addition the City Non-Discrimination Ordinance requires that all contractors proposing to do business with the City of Ann Arbor must satisfy the contract compliance administrative policy adopted by the City Administrator. A copy of that policy may be obtained from the Purchasing Manager

The Contractor agrees:

- (a) To comply with the terms of the City of Ann Arbor's Non-Discrimination Ordinance and contract compliance administrative policy.
- (b) To post the City of Ann Arbor's Non-Discrimination Ordinance Notice in every work place or other location in which employees or other persons are contracted to provide services under a contract with the City.
- (c) To provide documentation within the specified time frame in connection with any workforce verification, compliance review or complaint investigation.
- (d) To permit access to employees and work sites to City representatives for the purposes of monitoring compliance, or investigating complaints of non-compliance.

The undersigned states that he/she has the requisite authority to act on behalf of his/her employer in these matters and has offered to provide the services in accordance with the terms of the Ann Arbor Non-Discrimination Ordinance. The undersigned certifies that he/she has read and is familiar with the terms of the Non-Discrimination Ordinance, obligates the Contractor to those terms and acknowledges that if his/her employer is found to be in violation of Ordinance it may be subject to civil penalties and termination of the awarded contract.

Michigan AgriBusiness Solutions
Company Name

 1-5-20
Signature of Authorized Representative Date

James Jurgens, President/member
Print Name and Title

3050 FREEWAY LANE, Saginaw, MI 48601
Address, City, State, Zip

989-399-0800 jim@michagbusiness.net
Phone/Email address

Questions about the Notice or the City Administrative Policy, Please contact:
Procurement Office of the City of Ann Arbor
(734) 794-6500

**ATTACHMENT D
CITY OF ANN ARBOR
LIVING WAGE ORDINANCE DECLARATION OF COMPLIANCE**

The Ann Arbor Living Wage Ordinance (Section 1:811-1:821 of Chapter 23 of Title I of the Code) requires that an employer who is (a) a contractor providing services to or for the City for a value greater than \$10,000 for any twelve-month contract term, or (b) a recipient of federal, state, or local grant funding administered by the City for a value greater than \$10,000, or (c) a recipient of financial assistance awarded by the City for a value greater than \$10,000, shall pay its employees a prescribed minimum level of compensation (i.e., Living Wage) for the time those employees perform work on the contract or in connection with the grant or financial assistance. The Living Wage must be paid to these employees for the length of the contract/program.

Companies employing fewer than 5 persons and non-profits employing fewer than 10 persons are exempt from compliance with the Living Wage Ordinance. If this exemption applies to your company/non-profit agency please check here No. of employees ___

The Contractor or Grantee agrees:

- (a) To pay each of its employees whose wage level is not required to comply with federal, state or local prevailing wage law, for work covered or funded by a contract with or grant from the City, no less than the Living Wage. The current Living Wage is defined as \$13.61/hour for those employers that provide employee health care (as defined in the Ordinance at Section 1:815 Sec. 1 (a)), or no less than \$15.18/hour for those employers that do not provide health care. The Contractor or Grantor understands that the Living Wage is adjusted and established annually on April 30 in accordance with the Ordinance and covered employers shall be required to pay the adjusted amount thereafter to be in compliance with Section 1:815(3).

Check the applicable box below which applies to your workforce

- Employees who are assigned to any covered City contract/grant will be paid at or above the applicable living wage without health benefits
- Employees who are assigned to any covered City contract/grant will be paid at or above the applicable living wage with health benefits

- (b) To post a notice approved by the City regarding the applicability of the Living Wage Ordinance in every work place or other location in which employees or other persons contracting for employment are working.
- (c) To provide to the City payroll records or other documentation within ten (10) business days from the receipt of a request by the City.
- (d) To permit access to work sites to City representatives for the purposes of monitoring compliance, and investigating complaints or non-compliance.
- (e) To take no action that would reduce the compensation, wages, fringe benefits, or leave available to any employee covered by the Living Wage Ordinance or any person contracted for employment and covered by the Living Wage Ordinance in order to pay the living wage required by the Living Wage Ordinance.

The undersigned states that he/she has the requisite authority to act on behalf of his/her employer in these matters and has offered to provide the services or agrees to accept financial assistance in accordance with the terms of the Living Wage Ordinance. The undersigned certifies that he/she has read and is familiar with the terms of the Living Wage Ordinance, obligates the Employer/Grantee to those terms and acknowledges that if his/her employer is found to be in violation of Ordinance it may be subject to civil penalties and termination of the awarded contract or grant of financial assistance.

Michigan Agri Business Solutions
Company Name

3050 Freeway Lane
Street Address

[Signature] 1-5-20
Signature of Authorized Representative Date

Saginaw, MI 48601
City, State, Zip

James Jurgens President/
Print Name and Title member

939-399-0800 jim@michagbusiness.net
Phone/Email address



ATTACHMENT E

VENDOR CONFLICT OF INTEREST DISCLOSURE FORM

All vendors interested in conducting business with the City of Ann Arbor must complete and return the Vendor Conflict of Interest Disclosure Form in order to be eligible to be awarded a contract. Please note that all vendors are subject to comply with the City of Ann Arbor's conflict of interest policies as stated within the certification section below.

If a vendor has a relationship with a City of Ann Arbor official or employee, an immediate family member of a City of Ann Arbor official or employee, the vendor shall disclose the information required below.

1. No City official or employee or City employee's immediate family member has an ownership interest in vendor's company or is deriving personal financial gain from this contract.
2. No retired or separated City official or employee who has been retired or separated from the City for less than one (1) year has an ownership interest in vendor's Company.
3. No City employee is contemporaneously employed or prospectively to be employed with the vendor.
4. Vendor hereby declares it has not and will not provide gifts or hospitality of any dollar value or any other gratuities to any City employee or elected official to obtain or maintain a contract.
5. Please note any exceptions below:

Conflict of Interest Disclosure*	
Name of City of Ann Arbor employees, elected officials or immediate family members with whom there may be a potential conflict of interest.	<input type="checkbox"/> Relationship to employee
	<input type="checkbox"/> Interest in vendor's company
	<input type="checkbox"/> Other (please describe in box below)
N/A	

*Disclosing a potential conflict of interest does not disqualify vendors. In the event vendors do not disclose potential conflicts of interest and they are detected by the City, vendor will be exempt from doing business with the City.

<p>I certify that this Conflict of Interest Disclosure has been examined by me and that its contents are true and correct to my knowledge and belief and I have the authority to so certify on behalf of the Vendor by my signature below:</p>		
<p>MICHIGAN Agri-Business SOLUTIONS, LLC</p>		<p>989-399-0800</p>
<p>Vendor Name</p>		<p>Vendor Phone Number</p>
<p><i>[Signature]</i></p>	<p>1-5-20</p>	<p>James Jurgens</p>
<p>Signature of Vendor Authorized Representative</p>	<p>Date</p>	<p>Printed Name of Vendor Authorized Representative</p>

Questions about this form? Contact Procurement Office City of Ann Arbor Phone: 734/794-6500, procurement@a2gov.org

ATTACHMENT F
CITY OF ANN ARBOR NON-DISCRIMINATION ORDINANCE

Relevant provisions of Chapter 112, Nondiscrimination, of the Ann Arbor City Code are included below.
You can review the entire ordinance at www.a2gov.org/humanrights.

Intent: It is the intent of the city that no individual be denied equal protection of the laws; nor shall any individual be denied the enjoyment of his or her civil or political rights or be discriminated against because of actual or perceived age, arrest record, color, disability, educational association, familial status, family responsibilities, gender expression, gender identity, genetic information, height, HIV status, marital status, national origin, political beliefs, race, religion, sex, sexual orientation, source of income, veteran status, victim of domestic violence or stalking, or weight.

Discriminatory Employment Practices: No person shall discriminate in the hire, employment, compensation, work classifications, conditions or terms, promotion or demotion, or termination of employment of any individual. No person shall discriminate in limiting membership, conditions of membership or termination of membership in any labor union or apprenticeship program.

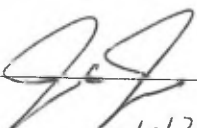
Discriminatory Effects: No person shall adopt, enforce or employ any policy or requirement which has the effect of creating unequal opportunities according to actual or perceived age, arrest record, color, disability, educational association, familial status, family responsibilities, gender expression, gender identity, genetic information, height, HIV status, marital status, national origin, political beliefs, race, religion, sex, sexual orientation, source of income, veteran status, victim of domestic violence or stalking, or weight for an individual to obtain housing, employment or public accommodation, except for a bona fide business necessity. Such a necessity does not arise due to a mere inconvenience or because of suspected objection to such a person by neighbors, customers or other persons.

Nondiscrimination by City Contractors: All contractors proposing to do business with the City of Ann Arbor shall satisfy the contract compliance administrative policy adopted by the City Administrator in accordance with the guidelines of this section. All city contractors shall ensure that applicants are employed and that employees are treated during employment in a manner which provides equal employment opportunity and tends to eliminate inequality based upon any classification protected by this chapter. All contractors shall agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of any applicable protected classification. All contractors shall be required to post a copy of Ann Arbor's Non-Discrimination Ordinance at all work locations where its employees provide services under a contract with the city.

Complaint Procedure: If any individual believes there has been a violation of this chapter, he/she may file a complaint with the City's Human Rights Commission. The complaint must be filed within 180 calendar days from the date of the individual's knowledge of the allegedly discriminatory action or 180 calendar days from the date when the individual should have known of the allegedly discriminatory action. A complaint that is not filed within this timeframe cannot be considered by the Human Rights Commission. To file a complaint, first complete the complaint form, which is available at www.a2gov.org/humanrights. Then submit it to the Human Rights Commission by e-mail (hrc@a2gov.org), by mail (Ann Arbor Human Rights Commission, PO Box 8647, Ann Arbor, MI 48107), or in person (City Clerk's Office). For further information, please call the commission at 734-794-6141 or e-mail the commission at hrc@a2gov.org.

Private Actions For Damages or Injunctive Relief: To the extent allowed by law, an individual who is the victim of discriminatory action in violation of this chapter may bring a civil action for appropriate injunctive relief or damages or both against the person(s) who acted in violation of this chapter.

**THIS IS AN OFFICIAL GOVERNMENT NOTICE AND
MUST BE DISPLAYED WHERE EMPLOYEES CAN READILY SEE IT.**


1-17-20

ATTACHMENT G

CITY OF ANN ARBOR LIVING WAGE ORDINANCE

RATE EFFECTIVE APRIL 30, 2019 - ENDING APRIL 29, 2020

\$13.61 per hour

If the employer provides health care benefits*

\$15.18 per hour

If the employer does **NOT** provide health care benefits*

Employers providing services to or for the City of Ann Arbor or recipients of grants or financial assistance from the City of Ann Arbor for a value of more than \$10,000 in a twelve-month period of time must pay those employees performing work on a City of Ann Arbor contract or grant, the above living wage.

ENFORCEMENT

The City of Ann Arbor may recover back wages either administratively or through court action for the employees that have been underpaid in violation of the law. Persons denied payment of the living wage have the right to bring a civil action for damages in addition to any action taken by the City.

Violation of this Ordinance is punishable by fines of not more than \$500/violation plus costs, with each day being considered a separate violation. Additionally, the City of Ann Arbor has the right to modify, terminate, cancel or suspend a contract in the event of a violation of the Ordinance.

* Health Care benefits include those paid for by the employer or making an employer contribution toward the purchase of health care. The employee contribution must not exceed \$.50 an hour for an average work week; and the employer cost or contribution must equal no less than \$1/hr for the average work week.

The Law Requires Employers to Display This Poster Where Employees Can Readily See It.

**For Additional Information or to File a Complaint contact
Colin Spencer at 734/794-6500 or cspencer@a2gov.org**



Handwritten signature and date: 1-12-20



January 6, 2020

Michigan AgriBusiness Solutions, LLC
9209 Heatherfield Lane
Saginaw, MI 48609

RE: Bonding Capacity

To Whom It May Concern:

This will advise that United States Fire Insurance Company serves as Surety for Michigan AgriBusiness Solutions, LLC. United States Fire Insurance Company stands ready to tender surety credit to Michigan AgriBusiness Solutions, LLC in regard to all bid, performance and labor and material payment bonds up to \$2,000,000 single project/\$4,000,000 aggregate work program.

This program is dependent upon the current financial condition of Michigan AgriBusiness Solutions, LLC. Should their financial condition change, this commitment will be altered. As always, United States Fire Insurance Company reserves the right to perform normal underwriting at the time of any bond request, including without limitation, prior review and approval of relevant contract documents, bond forms, and project financing. We assume no liability if for any reason we do not execute such bonds.

United States Fire Insurance Company carries an A.M. Best Rating of A (Excellent) and a Financial Size Category of XIII (\$1.25 Billion to \$1.50 Billion).

If you need additional information, please give me a call.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dan Cusenza".

Dan Cusenza
Attorney-In-Fact

**POWER OF ATTORNEY
UNITED STATES FIRE INSURANCE COMPANY
PRINCIPAL OFFICE - MORRISTOWN, NEW JERSEY**

01129408919

KNOW ALL MEN BY THESE PRESENTS: That United States Fire Insurance Company, a corporation duly organized and existing under the laws of the state of Delaware, has made, constituted and appointed, and does hereby make, constitute and appoint:

John Foster, Dan Cusenza, James Slear, Lori King-Clyde, Heather Buonodono

each, its true and lawful Attorney(s)-In-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver: Any and all bonds and undertakings of surety and other documents that the ordinary course of surety business may require, and to bind United States Fire Insurance Company thereby as fully and to the same extent as if such bonds or undertakings had been duly executed and acknowledged by the regularly elected officers of United States Fire Insurance Company at its principal office, in amounts or penalties not exceeding: **Seven Million, Five Hundred Thousand Dollars (\$7,500,000).**

This Power of Attorney limits the act of those named therein to the bonds and undertakings specifically named therein, and they have no authority to bind United States Fire Insurance Company except in the manner and to the extent therein stated.

This Power of Attorney revokes all previous Powers of Attorney issued on behalf of the Attorneys-In-Fact named above and expires on January 31, 2020.

This Power of Attorney is granted pursuant to Article IV of the By-Laws of United States Fire Insurance Company as now in full force and effect, and consistent with Article III thereof, which Articles provide, in pertinent part:

Article IV, Execution of Instruments - Except as the Board of Directors may authorize by resolution, the Chairman of the Board, President, any Vice-President, any Assistant Vice President, the Secretary, or any Assistant Secretary shall have power on behalf of the Corporation:

(a) to execute, affix the corporate seal manually or by facsimile to, acknowledge, verify and deliver any contracts, obligations, instruments and documents whatsoever in connection with its business including, without limiting the foregoing, any bonds, guarantees, undertakings, recognizances, powers of attorney or revocations of any powers of attorney, stipulations, policies of insurance, deeds, leases, mortgages, releases, satisfactions and agency agreements;

(b) to appoint, in writing, one or more persons for any or all of the purposes mentioned in the preceding paragraph (a), including affixing the seal of the Corporation.

Article III, Officers, Section 3.11, Facsimile Signatures. The signature of any officer authorized by the Corporation to sign any bonds, guarantees, undertakings, recognizances, stipulations, powers of attorney or revocations of any powers of attorney and policies of insurance issued by the Corporation may be printed, facsimile, lithographed or otherwise produced. In addition, if and as authorized by the Board of Directors, dividend warrants or checks, or other numerous instruments similar to one another in form, may be signed by the facsimile signature or signatures, lithographed or otherwise produced, of such officer or officers of the Corporation as from time to time may be authorized to sign such instruments on behalf of the Corporation. The Corporation may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Corporation, notwithstanding the fact that he may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, United States Fire Insurance Company has caused these presents to be signed and attested by its appropriate officer and its corporate seal hereunto affixed this 25th day of March, 2019.

UNITED STATES FIRE INSURANCE COMPANY



ARR

Anthony R. Slimowicz, Executive Vice President

State of New Jersey }
County of Morris }

On this 25th day of March 2019, before me, a Notary public of the State of New Jersey, came the above named officer of United States Fire Insurance Company, to me personally known to be the individual and officer described herein, and acknowledged that he executed the foregoing instrument and affixed the seal of United States Fire Insurance Company thereto by the authority of his office.

SONIA SCALA
NOTARY PUBLIC STATE OF NEW JERSEY
NO. 2163686
MY COMMISSION EXPIRES 3/25/2024

Sonia Scala
Sonia Scala (Notary Public)

I, the undersigned officer of United States Fire Insurance Company, a Delaware corporation, do hereby certify that the original Power of Attorney of which the foregoing is a full, true and correct copy is still in force and effect and has not been revoked.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of United States Fire Insurance Company on the 6th day of January 2020

UNITED STATES FIRE INSURANCE COMPANY



Al Wright

Al Wright, Senior Vice President

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

Print or type
 See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Michigan AgriBusiness Solutions, LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:
 Individual/sole proprietor or single-member LLC
 C Corporation
 S Corporation
 Partnership
 Trust/estate
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____
 Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
 Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
3050 FREEMAN LANE

6 City, state, and ZIP code
Saginaw MI 48601

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number

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Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

or

Employer identification number

6	1	-	1	8	1	6	2	1	2
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here

Signature of U.S. person ▶

Date ▶ 1-18-20

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.
Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

- By signing the filled-out form, you:
1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
 2. Certify that you are not subject to backup withholding, or
 3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
 4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.



SOP: Proposed Work Plan: Liquid Land Application of Biosolids

Issued: January 12, 2020

Introduction

MAS specializes in the design and operation of residuals management projects with emphasis on beneficial reuse through agricultural land application. We land-apply anaerobically or aerobically digested and lime-stabilized biosolids as liquid or dewatered material. Having provided biosolids beneficial reuse services since 2017, MAS is well acquainted with the specific needs of biosolids management.

MAS obtains all appropriate permits and applies biosolids in accordance with applicable regulations. MAS Technical Services staff maintains a presence in the local agricultural community fostering demand and acceptance of biosolids so that adequate permitted land base and public acceptance are maximized.

MAS rotates application sites so that local transportation systems are not adversely affected. MAS, and subcontracted trucks are inspected, licensed and appropriately marked as required. All federal OSHA and DOT laws and regulations are complied with for the protection of our clients, the community and our drivers. All subcontractors are required by contract with MAS to provide the same.

MAS operations managers, supervisors, and operators continually evaluate field moisture conditions. In periods of marginal wet-weather conditions, field managers obtain the farm operator's approval before spreading biosolids and use only well-drained soils. If, in the farm operator's judgment, the permitted site is too wet, land application is postponed until conditions are suitable, or operations are moved to an alternate, acceptable site. All equipment, application methods, and timing of applications are conducted so as not to adversely impact normal farming practices or environmentally sensitive areas.

General Description of Operations - Liquid Biosolids

Liquid biosolids will be transported in tank trailers to permitted agricultural land application sites. Removal operations will be timed to meet the needs of the customer and in accordance with the other restrictions discussed in this section to ensure the quality and longevity of the client's biosolids land application program. MAS will land apply biosolids on approved sites in accordance with the operational procedures and rates established in the approved Residuals Management Plan (RMP). Application sites will be rotated so as not to adversely impact local community transportation systems. Highway regulations, weight limits and other ordinances are known and will be observed.

Many farm operators are interested in receiving the biosolids from MAS for the nutrient content and beneficial effects of organic matter addition to the soil. The biosolids have been evaluated and found to be suitable for application on agricultural land.

Based on U.S. EGLE and EGLE guidelines, the annual rate of application has been found to be governed by the nutrient content of the biosolids. The biosolids quality is such that applications are not subject to lifetime application rates under current regulations. Should either regulations or biosolids

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3050 Freeway Lane, Saginaw, Michigan 48601

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General Description of Operations - Liquid Biosolids – Continued

quality change requiring limitation, the lifetime application rate will be limited by applicable U.S. EGLE and EGLE regulations in place at that time.

Biosolids Removal, Transport and Application

Biosolids will be transported from the wastewater treatment facility to permitted land application sites by independent subcontract haulers. The transport units will be inspected, licensed and appropriately marked, as required, for the purpose of transporting biosolids. These units shall operate under and satisfy all applicable insurance, regulatory, and contract provisions. Transport trucks will deliver the biosolids to high flotation, land application equipment stationed on the field for receiving biosolids.

MAS will utilize tractor trailers to haul the biosolids. Biosolids will generally be delivered to the application sites between the hours of 6:00 a.m. and 6:00 p.m., Monday through Friday. The days and hours of operation will be adjusted to meet the client's solids removal needs to maintain efficient treatment facility operation.

Biosolids distribution on land application sites will be uniform throughout the permitted area. To ensure adequate control of the application rate for each site, the equipment used for spreading biosolids will be calibrated by measuring the amount handled on a known square footage. While the rate of discharge from the application vehicle is fixed, the speed of the equipment can be adjusted to maintain the flow rate needed to achieve specific application rates. All application equipment shall be operated and maintained by MAS employees.

Liquid biosolids will be transported from the wastewater treatment plant in leak-proof tank trailers to approved land application sites. The biosolids will be loaded directly into the field applicator through a six-inch (6") hose. The biosolids will be injected into the soil utilizing a high flotation land application vehicle.

A summary of equipment to be employed on the project is as follows:

- Three (3) to Five (5) sealed liquid trailer units. The MAS tankers range from approximately 8,000 to 11,000 gallons of capacity. The number may vary depending on travel distance to land application sites. Contingency equipment will also be maintained to limit impact of equipment malfunction. These units will be like the tankers that have been previously in use for this project. Each unit shall be properly filled and metered under the supervision of plant personnel.
- One (1) high flotation land application vehicle of 11,000-gallon capacity. The number may vary depending on the configuration of the land application sites as it affects application time efficiency and to satisfy the varying needs of the customer.

The truck units will be inspected, licensed and appropriately marked as required for the purpose of transporting the biosolids. To prevent adherence of the biosolids to the transport vehicle, the tank trailers will be equipped with full rear mud flaps.



SOP: Proposed Work Plan: Liquid Land
Application of Biosolids

Biosolids Removal, Transport and Application – Continued

This will prevent the biosolids from adhering to the tires and undercarriage of the transport vehicle, thereby preventing biosolids from being tracked onto roadways. Biosolids adhering to the mud flap will be scraped off in the field before the truck returns to the roadway.

The following is a list of MAS owned back-up equipment available:

Quantity	Description (Including Make & Model)	Year	Capacity
6	Ag-Chem 2505 Terregator with pressure/vacuum tank	various	4,000 gallons
6	Pull Behind Quad Trains	various	13,000 gallons
12	Assorted semi tanker trailers	various	8,500 gallons
12	Assorted semi tanker trailers	various	11,000 gallons

Subcontractors

MAS utilizes outside hauling vendors for the subcontracted hauling.

Biosolids Storage

MAS recognizes the customers limited biosolids storage and the importance of providing consistent and uninterrupted removal of biosolids once land application commences.

For the past several years MAS has furnished biosolids removal for the customer and has been able to remove biosolids on a consistent basis with the customer's storage and sporadic dewatering during inordinately severe weather conditions. This is accomplished through multifaced approach recognizing unique customer challenges. Challenges include:

- Weekly hauling regardless of weather conditions
- Limited biosolids volume during times of high farmer demand (prior to planting season)
- Excess biosolids volumes during times of low farmer demand (crop growing season)
- Public and grower acceptance.

Solutions have included:

- Permitting an extensive land base with various soil types to ensure continuous hauling which includes a commitment to longer hauls where soil types and depth to ground water are less of a factor
- Accurate planning with our partners relative to expectations

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Biosolids Storage - Continued

- Leasing of land at significant expense for delayed planting, and set aside for Fall or early summer planting
- Dedicated field personnel to customers project.

Site Operation

- 1) The method of application will be sub-surface injection on designated approved sites.
- 2) Biosolids will be applied primarily to field crops including corn, soybeans, wheat, oats, grassland and alfalfa. The actual application rate will be determined by the requirement for the crop selected and yield goals. An average of 1,500 acres per year will receive biosolids.
- 3) Buffer zone distances will be observed in accordance with Part 24 regulations as follows:
 - a) From on-site residences and commercial buildings: 100 feet for sub-surface application.
 - b) From any well except for an approved groundwater monitoring well or a well that has been permanently abandoned in accordance with state guidelines: 100 feet (residential), 800 feet (Type IIb, III), 2,000 feet for municipal (Type I, IIa) wells.
 - c) From streams, canals, marshes, coastal waters, lakes and impoundments: 50 feet.
- 4) Buffer zones will be flagged, or clearly delineated by our GIS system, or other means such that no biosolids will be applied within the buffer zones. The most restrictive buffer will apply in combined situations.
- 5) Operational Provisions will be taken to prevent soil loss through erosion. Application equipment has been modified to include minimum tillage equipment. This was a voluntary operational decision by MAS to better serve the agricultural community thereby enhancing the reception of land application program. The response during previous application seasons has proven to be a great success. Other provisions will include contour application and avoidance of areas where surface drainage patterns result in concentrated flow of runoff from rainfall, where appropriate.
- 6) Spreading operations to a site will be discontinued during periods of inclement weather eliminating the possibility of rutting or damage to the field. Spreading will be resumed on acceptable alternative sites.
- 7) The amount of biosolids applied will not exceed the hydraulic capacity of the soil at the time of each application.
- 8) The depth from the surface of the ground to the water table will be more than 30 inches for all application sites.



SOP: Proposed Work Plan: **Liquid Land Application of Biosolids**

Site Operation – Continued

- 9) Public access to sites which have had biosolids applied will be controlled for a period of 30 days from the time of the last biosolids application.
- 10) Biosolids shall not be applied on areas exceeding 12 percent slope for injection.

Project Control

To ensure that biosolids are continuously applied at the correct application rate and in a manner consistent with the Operations Plan, a MAS operations manager will be in direct charge of the field operations, controlling the amount of biosolids delivered to each field and conducting daily field inspections. Field inspections will include ensuring that flags, or other markings, are in place, biosolids are applied uniformly at the designated application rate, setbacks are observed, trucks are unloading at best location, trucks are not driving over biosolids, trucks are cleaned before leaving the field and land application equipment is maintained in working condition.

Spill Prevention and Control

In the unlikely event of a spill, MAS will take the following actions immediately.

- **Halt Source of Spill.** Use of any leaking or damaged unit that is causing the spill will cease immediately. The unit will be repaired before resuming its use.
- **Contain Spill.** In the event large quantities of biosolids have been spilled, straw bales will be used where available to either form a barrier or soak-up biosolids.
- **Clean-Up.** Depending on the type and amount of biosolids spilled, a variety of equipment may be used to remove the biosolids: front-end loader, shovels and brooms and vacuum equipment of a liquid biosolids applicator. Any biosolids removed from the spill site will be spread on an approved application site.
- **Final Clean-Up.** Flush roadways with water or sweep as necessary to clean. Allow to dry and incorporate if spill occurs on non-paved and tillable area. In the event a spill occurs on private property, final clean-up should be completed immediately to the satisfaction of the owner.
- **Management of Clean-Up Efforts.** The project manager will take immediate charge and initiate clean-up activities. MAS labor will be used, with additional labor secured as needed. The project manager will also communicate with the public on the scene, answering questions and advising of clean-up activities.
- **Reporting.** All spills will be reported immediately to MAS. The state agency and the wastewater treatment facility will also be immediately notified. Within 24 hours of the spill, the project manager will send to MAS's main office, a written report detailing how the spill occurred and remedial action taken.



Spill Prevention and Control - Continued

- **Spill Prevention.** The project manager will take the following steps to ensure spill protection:
 - 1) Ensure truck drivers watch trailer while loading and do not overload.
 - 2) Ensure trailer hatches are closed and latched while transporting.
 - 3) Inspect trailer seals daily and replace as necessary; and
 - 4) Ensure unloading operations in the field are conducted to minimize any potential runoff or tracking.

Safety

MAS strives to heighten awareness of workplace safety primarily through employee training. Safety excellence demands that we train employees at all levels in the specifics of their safety responsibilities. Company-wide safety communications programs have been developed to further install a safety culture in our workplace.

MAS makes an ongoing effort to influence people to change their behavior through safety communications. Corporate wide communications concentrate on MAS's safety philosophy, management commitment and recognition of good performance. By taking a proactive approach to safety in these ways, as well as by participating in safety and environmental audits, working with regulatory agencies to ensure and promote the safety of its services, and encouraging the occupational health of its employees, we make an investment that helps ensure our company's present day and future strength.

MAS expects 100% compliance in all areas of health, safety, and transportation as well as in all environmental areas.

The potential for employee Injuries, equipment accidents and environmental Incidents during biosolids management operations are minimized by strict adherence to the following:

- a. New employee EHS&T orientations and indoctrination training before being put to work. New employees are to be shown how to perform their work in a safe manner. They are actively supervised by either the supervisor or an experienced employee for the first six months to make certain that they perform the assigned tasks safely.
- b. Mandatory use of personal protective equipment (Safety glasses, safety boots, etc.).
- c. Weekly or monthly documented EHS&T training and informal toolbox meetings.
- d. Prompt dissemination of useful safety Information and lessons learned" to local operating levels.

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SOP: Proposed Work Plan: Liquid Land
Application of Biosolids

Safety - Continued

- e. Compliance with applicable OSHA and EGLE standards and Department of Transportation (Federal and State) trucking safety regulations, the MAS Safety Manual and biosolids/residuals Standard Operating Procedures. (These publications are available for the County's review upon request.).
- f. Immediate reporting and investigation of any incidents or "near misses".
- g. A disciplinary program to eliminate negligent behavior about safety and environmental compliance.

Careful attention to safe working conditions and methods of operation (e.g. the proper method of lifting heavy objects and the operation of heavy equipment only by trained and competent operators) should preclude most of the potential for safety hazards in the land application operation. Should an accident occur, the project manager will be informed immediately and will thoroughly investigate and complete as accident report, the worker compensation and equipment accident forms.

Compliance With Michigan Part 24 Land Application of Biosolids

Specific procedures which have been incorporated into our land application programs to implement the requirements in the Michigan Part 24 Rule are listed below. Compliance with these requirements, through our comprehensive monitoring, record keeping, and reporting programs is the responsibility of MAS's technical services manager.

General Requirements

- Obtaining signed farm operator (lessee) and/or landowner agreements that include the federal site restrictions.
- Obtaining Notice and Necessary Information from the biosolids generators to establish that the biosolids meet the pathogen and vector attraction reduction requirements and the ceiling limits for metals.
- Determining past metal loadings since July 20, 1993 if generator's biosolids do not meet the Table 3 metal standards.
- Sending notification letters to EGLE on the location of sites where non-Table 3 biosolids will be land applied.
- Sending notification letters to EGLE on the location of sites where non-exceptional quality biosolids are land applied outside the state of generation.
- Sending reports to the farm operator regarding nutrients applied and monitored pollutants applied for non-Table 3 biosolids and advising the farmer of the site restrictions he/she must follow.

Management Practices R 323.2410

- Ensuring the management practices are met using our standard pre-operating procedures.



Compliance with Michigan Part 24 Land Application of Biosolids - Continued

Recordkeeping R 323.2413

- Completing certification statements addressing compliance with management practices, site restrictions, tracking past metal loadings (if applicable) and meeting vector attraction reduction requirements through injection or incorporation (if applicable).
- Generating field reports which contain biosolids application information required by EGLE if non-Table 3 biosolids are applied.
- Maintaining the above records for the required period (certification statements for 5 years and non-Table 3 biosolids land application records indefinitely).

Pathogens R 323.2414

- Incorporating the appropriate site restrictions into our farm operator and landowner biosolids use agreement forms and our land application operating procedures when Class B pathogen treatment biosolids are land applied.

Monitoring, Record Keeping and Reporting

This section describes the internal controls employed by MAS to ensure compliance with established dosage rates and the procedures for preparing reports of land application operations.

Land application activities are monitored daily using Truck Reports/Daily Reports and on a weekly basis using a Weekly Report. These reports, along with biosolids analysis information and field specific information, provide the data used for preparation of monthly and annual reports. MAS also utilizes a GIS data system on customers project in in which much of this data is inputted in real time.

A Field Report is prepared monthly to portray activity for each field receiving biosolids during the reporting period. It specifies the amount of biosolids applied; the method of application; nutrient and trace metal loadings (nitrogen, phosphorus, potassium, arsenic, cadmium, chromium, copper, lead, mercury, molybdenum, nickel, selenium, and zinc); date of application and the lifetime addition of trace metals (where applicable).

A Monthly Report includes an application rate of biosolids applied, (including biosolids chemical analyses), and a Field Report for each field where biosolids were applied.

Monthly Reports and Annual Reports as required by the customer will be submitted to the client for submission to EGLE. Records will be maintained for the required period.

MAS completes I certification statements required by the Part 24 Rule addressing compliance with management practices, site restrictions, tracking past metal loadings and meeting vector attraction reduction requirements through injection. The signed certification statements are kept on file at MAS for the required period.

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1-12-21



SOP: Proposed Work Plan: Liquid Land
Application of Biosolids

Monitoring, Record Keeping and Reporting - Continued

Sampling

MAS will provide biosolids and soil monitoring services as requested in the customer's request for proposal. The procedures used for sampling, shipping, and testing will be as required by the EGLE.

Application Site Acquisition and Maintenance

Although MAS has already developed and maintains an extensive land base of available land application sites, our technical services manager is consistently prospecting for additional sites to supplement, improve, and extend the life of the current land base. This is accomplished through acquiring additional sites with existing cooperators, following up on inquiries by potential new cooperators and canvassing current non-participants. This process continues year-round during the entire life of a land application program. MAS maintains a current staff of four technical service managers across Michigan. This significant investment allows us to ensure the continued health of our client's programs. With this investment we can diligently pursue more and varied soil types and cropping systems which translate into more land availability throughout the season, reducing the pressure on the facility's limited storage capacity. Without a significant level of dedicated resources in this area enough attention cannot be devoted to the development of the land base and a land application program will necessarily stagnate and decline, damaging the facility's land application flexibility.

During the application season, the technical services manager is in consistent contact with both farmer cooperators and the operations manager to maintain proper communication, prepare specific site maps for application crews, review application rates and respond to the changing seasons and weather conditions to maximize uninterrupted site availability.

Farmer Reports and Follow-up

A successful land application program depends on the willingness of farmers to use biosolids for their crop production. Communication with the farmer is essential. MAS provides farmers with Farm Reports to show them the nutrients and trace metals (and lime) applied through the biosolids application. Follow-up visits with farmers to explain the reports help them minimize supplementary expenditures on commercial fertilizers.

Customer Access to GIS Database

MAS has embraced the modern migration of data to Geographic Information Systems. We have invested heavily into a GIS system designed specifically to the biosolids management environment. Although this system continues to be under development, many robust features are functional and in use. Below are a few screen shots of the typical interface utilized in this system. The first two from the mobile application and the last from the web-based application.

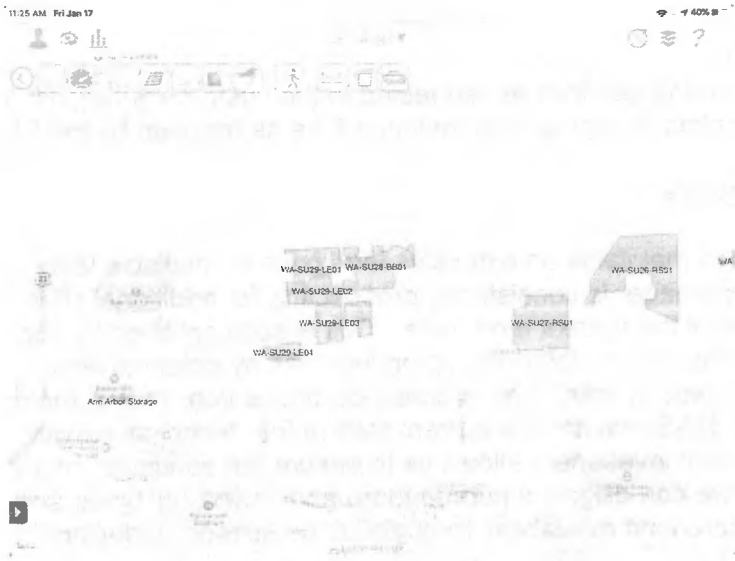
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SOP:

Proposed Work Plan: Liquid Land Application of Biosolids

Customer Access to GIS Database - Continued



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SOP: Proposed Work Plan: Liquid Land Application of Biosolids

Customer Access to GIS Database - Continued

The screenshot shows a web browser window displaying the CropTrak GIS database. The interface includes a sidebar with navigation options like 'Site Information', 'Field Planning', and 'Data'. The main area displays a table with columns for 'Form Link', 'Last Changed', 'When Entered', 'Latitude', 'Longitude', 'Entered By', 'AssetPath', 'Appl AssetPath', 'Fan Asset Path', 'Layer Name', 'Site Area', 'Auto Area', 'MDEQ #', 'Permit Style', 'Notification H', 'Initial Notifica', and 'Type of Perm'. The table contains several rows of data, including permit numbers, dates, and coordinates.

Form Link	Last Changed	When Entered	Latitude	Longitude	Entered By	AssetPath	Appl AssetPath	Fan Asset Path	Layer Name	Site Area	Auto Area	MDEQ #	Permit Style	Notification H	Initial Notifica	Type of Perm
Open Form	11/7/2019 9:49:52 AM	11/7/2019 9:46:53 AM	42.9347970719	-83.984912493	Croston, B.J.	U:\N25-DE03	Ann Arbor	Ann Arbor\14-0125-08-03	Field	32.2501417993	01100128-0528	RMP	10	8/31/2019 12:00:00 AM	None	
Open Form	9/24/2019 7:58:37 PM	9/24/2019 3:25:55 PM	42.8024518479	-84.342162972	Evans, J.P.	MD-1007-D501	Ann Arbor	Ann Arbor\MD-1007\0510	Field	89.2544718249	0507007-0502	RMP	10	7/1/2019 12:00:00 AM	None	
Open Form	9/18/2019 8:25:34 PM	9/18/2019 3:20:43 PM	42.9704890019	-84.342102052	Evans, J.P.	U:\N15-LHG4	Ann Arbor	Ann Arbor\14-1476-LHG4	Field	131.771878412	01003816-LHG4	RMP	10	8/15/2019 12:00:00 AM	Revised	
Open Form	9/18/2019 6:09:35 PM	9/18/2019 7:59:53 PM	42.5094710209	-84.342142333	Evans, J.P.	U:\N15-LHG4	Ann Arbor	Ann Arbor\14-1476-LHG4	Field	115.947944147						
Open Form	9/14/2019 8:00:07 PM	9/14/2019 7:23:13 PM	42.8798118012	-84.346152789	Evans, J.P.	MD-1007-D501	Ann Arbor	Ann Arbor\MD-1007\0511	Field	172.597908183				5/1/2020 12:00:00 AM	None	
Open Form	7/23/2019 6:08:22 AM	7/23/2019 6:05:21 AM	42.8094278842	-84.342118854	Evans, J.P.	U:\N15-DW01	Ann Arbor	Ann Arbor\WY-1824-DW01	Field	149.590219904	0300804-DW01\DW01	RMP	10	7/31/2017 12:00:00 AM	None	
Open Form	7/10/2019 11:57:27 AM	7/10/2019 11:47:56 AM	42.8014480545	-84.341997548	Evans, J.P.	WY-1824-DW01	Ann Arbor	Ann Arbor\WY-1824-DW01	Field	54.8548825587						
Open Form	7/10/2019 11:50:27 AM	7/10/2019 11:47:26 AM	42.8014410545	-84.341997548	Evans, J.P.	WY-1824-DW02	Ann Arbor	Ann Arbor\WY-1824-DW02	Field	54.8548825587						

As our customer you will have access to much of this data which may include:

- Site Information
 - Site permit data
 - Soil Tests
 - Permit PDF's
 - Owner/Operator Information
 - Agreement forms
- Application Data
 - Pre/Post operating checklist data
 - Load Sheets
- Monitoring Data
 - Biosolids Recycling EGLE Reports
 - Farm Operator Reports
 - Biosolids Analytical

Michigan AgriBusiness Solutions, LLC
3050 Freeway Lane, Saginaw, Michigan 48601

Handwritten signature/initials



SOP:

Proposed Work Plan: Liquid Land
Application of Biosolids

Customer Access to GIS Database - Continued

Much of the data is done in real time so you may have access to the raw data as soon as same day!!

This data is available online and through a mobile application. As our customer you will receive a subscription for one user on the mobile application. This application can be used on any IOS device with GPS such as an iPhone or preferably iPad with cellular LTE capability. One of our experienced Technical Services staff members will provide you training on utilizing this application.

Approved:

James Jurgens, President/Member

1-12-20

Date

ADDENDUM No. 1**RFP No. 20-03****Land Application of Municipal Wastewater Biosolids****Proposals Due: January 22, 2020 at 2:00 P.M. (Local Time)**

The information contained herein shall take precedence over the original documents and all previous addenda (if any), and is appended thereto. **This Addendum includes two (2) pages.**

The Proposer is to acknowledge receipt of this Addendum No. 1, including all attachments in its Proposal by so indicating in the proposal that the addendum has been received. Proposals submitted without acknowledgement of receipt of this addendum may be considered non-conforming.

The following forms provided within the RFP Document must be included in submitted proposal:

- Attachment C - Non-Discrimination Declaration of Compliance
- Attachment D- Living Wage Declaration of Compliance
- Attachment E- Vendor Conflict of Interest Disclosure Form

Proposals that fail to provide these forms listed above upon proposal opening will be rejected as non-responsive and will not be considered for award.

I. CORRECTIONS/ADDITIONS/DELETIONS

Changes to the RFP documents which are outlined below are referenced to a page or Section in which they appear conspicuously. Offerors are to take note in its review of the documents and include these changes as they may affect work or details in other areas not specifically referenced here.

Page 13 - E. Acquisition of Land Application Sites, #2

2. Proposed farmland application sites shall be properly documented as specified in the RMP and applicable regulations. Copies of the documentation will be submitted to the WWTP for approval prior to submittal to the EGLE. Notification of site approvals will be made to adjacent landowners, local governing bodies, and county officials as required by applicable regulations and the RMP or as requested by the WWTP.

As updated herein:

2. Proposed farmland application sites shall be properly documented as specified in the RMP and applicable regulations. Copies of the documentation will be submitted to the WWTP concurrently with submittal to the EGLE. Notification of site approvals will be made to adjacent landowners, local governing bodies, and

county officials as required by applicable regulations and the RMP or as requested by the WWTP.

Comment: The intent with this change is to ensure that the WWTP receives all land packages for newly permitted sites to ensure the land list maintained is accurate.

Page 13 – E. Acquisition of Land Application Sites, #3

3. The Contractor shall notify the WWTP at least 90 days before the expiration of a site approval. The Contractor shall submit the required information for the noticed site(s) for re-approval after receiving notification from the WWTP to proceed.

As updated herein:

3. The Contractor shall notify the WWTP at least 90 days before the expiration of a site approval, currently not applicable as sites do not expire.. The Contractor shall submit the required information for the noticed site(s) for re-approval after receiving notification from the WWTP to proceed.

Comment: The intent with this change is to match current regulatory rules.

II. QUESTIONS AND ANSWERS

The following Questions have been received by the City. Responses are being provided in accordance with the terms of the ITB. Offerors are directed to take note in their review of the documents of the following questions and City responses as they affect work or details in other areas not specifically referenced here.

Question 1: Does the current contractor take the fuel or CPI increase?

Answer 1: CPI

Question 2: What is the current rate?

Answer 2: \$0.0343/gallon

Offerors are responsible for any conclusions that they may draw from the information contained in the Addendum.

*br
1-16-20*

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SR
1-16-20

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