Bond No.: B 1327840

Selective Insurance Company of America 40 Wantage Avenue Branchville, New Jersey 07890 973-948-3000

### AIA Document A310 BID BOND

KNOW ALL MEN	BY	THESE	PRESENTS	that wa
Miller-Boldt, Inc.			1110011110,	mai we

(Here insert full name and address or legal title of contractor)

21481 Carlo Drive Clinton Township, MI 48038 (Her as Principal, hereinafter called the Principal, and Selective Insurance Company of America

a corporation duly organized under the laws of the State of New Jersey as Surety, hereinafter called the Surety, are held and firmly bound unto City of Ann Arbor

301 East Huron Street Ann Arbor, MI 48107

as Obligee, hereinafter called the Obligee, in the sum of

(Here insert full name and address or legal title of owner)

5% Percent of the Total Bid

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, 5% Percent) administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for

Wheeler Service Center Roof Top Air Handler Replacement

(Here insert full name and address and description of project)

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and Sealed this

30th

day of

January 2025

Miller-Boldt, Inc.

(Principal)

SELECTIVE INSURANCE COMPANY OF AMERICA

(Witness)

(Surety)

(Title)

(Seal

(Seal)

Attorney-in-Fact

Jane M Haller

"Printed in cooperation with the American Institute of Architects (AIA) by the Selective Insurance Company of America. The language in this document conforms exactly to the language used in AIA Document A310, February 1970 edition."

AIA DOCUMENT A310°BID BOND°AIA ® ° FEBRUARY 1970 ED°THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 N.Y. AVE., N.W., WASHINGTON, D.C. 20006

B-203 (12/92)



Selective Insurance Company of America 40 Wantage Avenue Branchville, New Jersey 07890 973-948-3000 Bo

BondNo.B 1327840

### POWER OF ATTORNEY

SELECTIVE INSURANCE COMPANY OF AMERICA, a New Jersey corporation having its principal office at 40 Wantage Avenue, in Branchville, State of New Jersey ("SICA"), pursuant to Article VII, Section 1 of its By-Laws, which state in pertinent part:

The Chairman of the Board, President, Chief Executive Officer, any Executive Vice President, any Senior Vice President or any Corporate Secretary may, from time to time, appoint attorneys in fact, and agents to act for and on behalf of the Corporation and they may give such appointee such authority, as his/her certificate of authority may prescribe, to sign with the Corporation's name and seal with the Corporation's seal, bonds, recognizances, contracts of indemnity and other writings obligatory in the nature of a bond, recognizance or conditional undertaking, and any of said Officers may, at any time, remove any such appointee and revoke the power and authority given him/her.

does hereby appoint Jane M Haller

Signed this 30th day of

January

right-hand corner of this Power of Attorney, contact us at 973-948-3000.

, its true and lawful attorney(s)-in-fact, full authority to execute on SICA's behalf fidelity and surety bonds or undertakings and other documents of a similar character issued by SICA in the course of its business, and to bind SICA thereby as fully as if such instruments had been duly executed by SICA's regularly elected officers at its principal office, in amounts or penalties not exceeding the sum of: \$25,000,000.00
Signed this 30th day of January , 2025
Brian C. Sarisky Its SVP, Strategic Business Units, Commercial Lanceters
STATE OF NEW JERSEY:
county of sussex : ss. Branchville :
On this 30th day of January, 2025 before me, the undersigned officer, personally appeared Brian G. Sarisky, who acknowledged himself to be the Sr. Vice President of SICA, and that he, as such Sr. Vice President, being authorized to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the combination by himself as Sr. Vice President and that the same was his free act and deed and the free act and deed of SICA.  Charlene Kimble NOTARY PUBLIC STATE OF NEW JERSEY ID # NIA MY COMMISSION EXPIRES 8/2/25  The power of attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of SICA at a meeting duly called and held on the 6th of February 1987, to wit:  "RESOLVED, the Board of Directors of Selective Insurance Company of America authorizes and approves the use of a facsimile corporate seal, facsimile signatures of corporate officers and notarial acknowledgements thereof on powers of a factorney for the execution of bonds, recognizances, contracts of indemnity and other writing obligatory in the nature of a cond, recognizance or conditional undertaking."
do hereby certify as SICA's Corporate Secretary that the foregoing extract of SICA's By-Laws and Resolution of Attorney issued assessment of SICA's By-Laws and Resolution of SICA's By-Laws and
orce and effect and this Power of Attorney issued pursuant to and in accordance with the By-Laws is value.

Important Notice: If the bond number embedded within the Notary Seal does not match the number in the upper

Michael H. Lanza, SICA Corporate Secretary

B91 (4-14)



Phone (586) 997-3300 Fax (586) 997-3306

City of Ann Arbor 301 East Huron Street Ann Arbor MI 48107

RE: RFP No 25-05

### **Section A**

Item 1 See Following Pages

**Item 2 See Following Pages** 

**Item 3 See Following Pages** 

Item 4 Only Sub is Crane 10,000.00 Value

Respectfully, Submitted

Paul Cornett
Miller Boldt Inc



Phone (586) 997-3300 Fax (586) 997-3306

Section A Item 1



21481 Carlo Drive Clinton Twp, MI 48038

Phone (586) 997-3300 Fax (586) 997-3306

### Professional Qualifications

### To Whom it may concern

Miller Boldt Inc has been in continuous operation since 2003. The company is a corporation and is licensed to operate in the state of Michigan, the company was founded primarily as an commercial, institutional and industrial installation contractor.

The company has steadily grown due to our professionalism and quality approach to servicing our customers. This has allowed us to begin a fully operational service department which was established in 2012.

We are proficient at maintaining almost any brand or type of equipment weather it be maintenance or breakdowns we currently have 10 service technicians that are specifically trained for this environment. We also employee 20 construction workers who install boilers, chillers, pumps, piping, sheet metal, air handlers, rooftop units, computer room units all your HVAC needs

With the combination of service and construction we are positioned to respond to any HVAC breakdown or new installation you may need, no matter the size or complexity of the planned or unplanned matter at hand.

Our service manager Paul Cornett has 30+ years' experience in the HVAC industry, he utilizes the most up to date means and methods for performing service-related tasks, such as computer dispatching, account history tracking, maintenance scheduling, and repair pricing.

He, along with the service technicians, form a team whose goal is to deliver the best value-added service possible for your building needs.

The service technicians are local 636 trained journeymen and are UA Star certified as well as our construction technicians. Our technicians receive ongoing education for the latest system and equipment releases. We also utilize Apprentices when the situation allows for an additional value added service for our customers

Phone (586) 997-3300 Fax (586) 997-3306

### Additional Attributes

In House Estimating Controls Ability Project Management Have and do act as general contractor

Bonding Capabilities Please see attached company resume

Respectfully Submitted Paul Cornett Service Manager



42826 Mound Rd. Sterling Heights, MI 48314

Phone (586) 997-3300 Fax (586) 997-3306

### Miller Boldt Service References

### City of Ann Arbor

301East Huron Street Ann Arbor, MI 48107 Doug Thompson 734 780-6296 dothompson@2gov.org

### Eastern Market

2934 Russell Street Detroit, MI 48207

James Sutherland Chief Operating Officer 313 833 9300 Ext 107 jsutherland@easternmarket.org

### City Of Plymouth

201 South Main Street Plymouth, MI 48170

Nick Johns Maintenance Supervisor 734 453 7737 Ext 113 njohns@plymouthmi.gov

### Comerica Bank (CBRE Inc.)

411 West Lafayette Detroit, MI 48226

Ken Folding Chief Engineer 313 222 4117 ken.folding@cbre.com

### City of Brighton Waste Water Treatment Plant

6570 Hamburg Rd. Brighton, MI 48116

Corey Brooks 810 227 9479 brooksc@brightoncity.org

Toyoda Gosei

1400 Stephenson Hwy. Troy MI 48083

James Jaskowski 248 797 8327 James.jaskowski@toyodagosei.com

### **Macomb Community College**

14500 East 12 Mile Rd. Warren, MI 48088

Eric Crump
Director of Facilities
586 286-2247
crumpe@macomb.edu

### Wayne State University

5454 Cass Detroit MI 48202

David Kuffner
Director of Operations and Maintenance
313 577-0311
David.kuffner@wayne.edu

Respectfully Submitted Paul Cornett Service Manager Miller Boldt Inc.



# Quality Assurance Manual

DEVELOPED BY:
Mechanical Contractors Association of America
1385 Piccard Drive
Rockville, MD 20850
(301) 869-5800
www.mcaa.org

### Miller-Boldt, Inc.

21481 Carlo Drive Clinton Twp, MI 48038

# Quality Manual

### **Document Control**

Control Number	
Job Number	
Job Name	
Issued To	

### **Revision Summary**

Issue Number	Revision Number	Date	
	TTO VIOLOTI I VIIII D'CI	Date	

### Table of Contents

### Overview

Title	Page
Revision Procedures	r age
Company Introduction	
Message from the President	8
Quality Policy	9
Specifics	10
Topic	Section
Objective	1.0
Scope	2.0
References	3.0
Definitions	4.0
Management Responsibilities	
Commitment (Policy)	5.0
Direction and Leadership	5.1
Management Representative	5.2
Resources	5.3
Personnel	5.4
Equipment	5.5
Internal Communication	5.6
General Documentation Requirements	5.7
The Quality Manual	5.8
Organization	5.9
	5.10
Contract and Project Specification Review	6.0
Engineering and Detailing	7.0
Estimate Preparation	7.1
Shop and Field and Erection Drawings	7.2
Client Approval of Drawings	7.3
References (Company Library)	7.4
Engineering and Detailing Management	7.5
Detailing Activities	7.6
Client-Supplied Drawings	7.7

Document and Electronic Data Control	0.0
Review and Approval	8.0
Client Requirements	8.1 8.2
Revision Control	8.2 8.3
Document Access	8.4
Revisions and Transmittals	8.5
Control of Records	8.6
Purchasing	
Purchasing Data	9.0
Selection of Subcontractors	9.1 9.2
Verification of Purchased Products and Services	9.2 9.3
Client Verification	9.3 9.4
Control of Client-Supplied Material	9.5
Material Identification	9.6
Fabrication Process Control	
Welding	10.0
Bolt Installation	10.1 10.2
Material Preparation for Application of Coating	10.2
Coating Application	10.4
Equipment Maintenance	10.5
Special Handling and Care	10.6
Inspection/Examination and Testing	11.0
Assignment of QC Examinations and Monitoring	11.0
Examination Procedure	11.2
Material Receipt Examination	11.3
In-Progress Examination	11.4
Final Examination	11.5
Client Inspection	11.6
Examination Records	11.7
Calibration of Examination, Measuring and Testing Equipment	12.0
Control of Nonconformance	13.0
Corrective Action	14.0
Handling, Storage and Delivery of Products and Materials	15.0
Fraining	16.0
nternal Audit	17.0
Forms	Appendix



Phone (586) 997-3300 Fax (586) 997-3306

City of Ann Arbor 301 East Huron Street Ann Arbor MI 48107

RE: RFP No 25-05

### **Section B**

**Item 1 See Following Pages** 

**Item 2 See Following Pages** 

**Item 3 See Following Pages** 

**Item 4 See Following Pages** 

Respectfully Submitted
Paul Cornett

Miller Boldt Inc

MILLER-BOLDT, INC.

Section B Item 1 Full document can be provided Upon request



SAFETY POLICIES AND PROCEDURES MANUAL

### TABLE OF CONTENTS

1. SAFETY POLICIES AND PROCEDURES	6
1.1 ACKNOWLEDGEMENT OF RECEIPT	7
1.2 SAFETY & HEALTH POLICY	8
1.3 SAFETY & HEALTH COMMITTEE	8
1.4 PROGRAM OBJECTIVES	10
2. ASSIGNMENT OF RESPONSIBILITY	11
2.1 EXECUTIVE MANAGEMENT	12
2.2 SAFETY COORDINATOR RESPONSIBILITY	12
2.3 SUPERVISOR'S SAFETY RESPONSIBILITY	13
2.4 EMPLOYEE RESPONSIBILITIES	15
	20
3. DISCIPLINARY POLICY	16
3.1 INTRODUCTION	17
3.2 PURPOSE	17
3.3 CIRCUMSTANCES LEADING TO DISCIPLINARY ACT	TION 17
3.4 PROCEDURE:	18
3.5 EMPLOYEE SANCTIONS:	18
3.6 SUPERVISION SANCTIONS:	18
3.7 SUMMARY	18
3.8 SUPERVISORS' DISCIPLINARY ACTION	19
3.9 EMPLOYEE WARNING	19
3.10 VIOLATION CONSIDERED TO BE:	20
3.11 CORRECTION	20
4. SAFETY ORIENTATION	21
4.1 NEW EMPLOYEE ORIENTATION	22
4.2 NEW EMPLOYEE CHECKLIST INSTRUCTIONS	22
4.3 EMPLOYEE SAFETY ORIENTATION GUIDELINE	22
4.4 SAFETY POLICY	22
4.5 EMPLOYEE RESPONSIBILITIES FOR SAFETY	23
4.6 USE OF EQUIPMENT	23
4.7 FIRST AID EQUIPMENT	24
4.8 FIRST AID RESPONDERS	24
4.9 EMPLOYEE CONDUCT	24
4.10 ALCOHOL AND DRUG ABUSE POLICY	24

4.11 HAZARD COMMUNICATION	
4.12 SANITATION AND PERSONAL HYGIENE	24
4.13 SPECIAL CHEMICAL HAZARDS	25
4.14 SPECIAL TRAINING	25
	25
4.15 PERSONAL PROTECTIVE EQUIPMENT 4.16 SPECIAL CLOTHING	25
4.17 SAFETY RULES	25
4.18 EMPLOYMENT DOCUMENTS	25
	26
4.19 ORIENTATION CHECKLIST FOR NEW EMPLOYEES	27
4.20 SAFETY & HEALTH PROGRAM	27
4.21 CODE OF SAFE PRACTICES	28
4.22 RULES OF THE ROAD	29
4.23 IN CASE OF ACCIDENT, COMPLAINT, NEAR MISS	30
4.24 INCIDENT REPORT	31
4.25 ACCIDENT REPORT	32
4.26 EMPLOYEE RECOGNITION	33
4.27 EMPLOYEE ACKNOWLEDGEMENT FORM	34
5. EMERGENCY PROCEDURES	35
5.1 PURPOSE	36
5.2 OBJECTIVES	36
5.3 PROCEDURE	36
5.4 GENERAL EMERGENCY PROCEDURE GUIDELINES	37
5.5 NOTIFICATION	37
5.6 FIRE EMERGENCY, EXPLOSION, OR CHEMICAL SPILL	37
5.7 TORNADO	38
5.8 SUPERVISOR'S RESPONSIBILITIES	38
5.9 EMERGENCY COORDINATOR'S RESPONSIBILITIES	38
5.10 EMERGENCY CONTINGENCY PLAN	39
5.11 LIST OF EMERGENCY EQUIPMENT AND SUPPLIES	41
5.12 FIRE AND EXPLOSION HAZARDS	42
5.13 FIRE AND EXPLOSION PREVENTION	42
5.14 FIRE EXTINGUISHERS & EQUIPMENT	43
5.15 FLAMMABLE & COMBUSTIBLE LIQUID AND MATERIALS	43
5.16 SCRAP RECEPTACLE - TYPE, LOCATION AND USE	44
5.17 SPECIFIC HAZARDS	44
5.18 TORNADOES	45

5.	19 SITE EMERGENCY TELEPHONE LIST	46
	20 FIRE AND EMERGENCY PLAN CHECKLIST	48
	ACCIDENT/LOSS REPORTING PROCEDURES	49
6.	1 PURPOSE	50
6.	2 OBJECTIVES	50
6.3	3 PROCEDURE	50
6.4	4 SERIOUS EMERGENCY REPORTING	51
6.!	5 HANDLING NON-SERIOUS ACCIDENTS	52
6.6	5 FIRST AID TREATMENT	52
6.7	PROPERTY/EQUIPMENT DAMAGE	52
6.8	VEHICLE ACCIDENT REPORTING	52
6.9	CITIZEN/PUBLIC ACCIDENTS (NON-AUTO)	53
	0 ACCIDENT INVESTIGATION REPORT	53
6.1	1 STATE - EMPLOYER'S REPORT OF INJURY OR ILLNESS	53
	2 CLAIM FOR WORKER'S COMPENSATION BENEFITS	53
6.1	3 RECORDKEEPING	53
6.1	4 EMPLOYEE INJURIES	54
6.1	5 VEH., PROP. DAMAGE, & LIABILITY ACCIDENT REPORTS	54
<u>7.</u>	ACCIDENT INVESTIGATION	<i>555</i>
	ACCIDENT INVESTIGATION ALL ACCIDENTS MUST BE INVESTIGATED	<i>555</i> 56
7.1		
7.1 7.2	ALL ACCIDENTS MUST BE INVESTIGATED	56
7.1 7.2 7.3	ALL ACCIDENTS MUST BE INVESTIGATED ACCIDENT INVESTIGATION PROCEDURE	56 56
7.1 7.2 7.3 7.4	ALL ACCIDENTS MUST BE INVESTIGATED ACCIDENT INVESTIGATION PROCEDURE EMPLOYEE ACCIDENTS	56 56 56
7.1 7.2 7.3 7.4 7.5	ALL ACCIDENTS MUST BE INVESTIGATED ACCIDENT INVESTIGATION PROCEDURE EMPLOYEE ACCIDENTS DEFINITIONS	56 56 56 56
7.1 7.2 7.3 7.4 7.5 7.6	ALL ACCIDENTS MUST BE INVESTIGATED ACCIDENT INVESTIGATION PROCEDURE EMPLOYEE ACCIDENTS DEFINITIONS CHECK THE SCENE	56 56 56 56 57
7.1 7.2 7.3 7.4 7.5 7.6 7.7	ALL ACCIDENTS MUST BE INVESTIGATED ACCIDENT INVESTIGATION PROCEDURE EMPLOYEE ACCIDENTS DEFINITIONS CHECK THE SCENE WRITE IT DOWN	56 56 56 56 57 57
7.1 7.2 7.3 7.4 7.5 7.6 7.7	ALL ACCIDENTS MUST BE INVESTIGATED ACCIDENT INVESTIGATION PROCEDURE EMPLOYEE ACCIDENTS DEFINITIONS CHECK THE SCENE WRITE IT DOWN COLLECT THE EVIDENCE	56 56 56 56 57 57
7.1 7.2 7.3 7.4 7.5 7.6 7.7 7.8 7.9	ALL ACCIDENTS MUST BE INVESTIGATED ACCIDENT INVESTIGATION PROCEDURE EMPLOYEE ACCIDENTS DEFINITIONS CHECK THE SCENE WRITE IT DOWN COLLECT THE EVIDENCE INTERVIEW WITNESS	56 56 56 56 57 57 57
7.1 7.2 7.3 7.4 7.5 7.6 7.7 7.8 7.9	ALL ACCIDENTS MUST BE INVESTIGATED ACCIDENT INVESTIGATION PROCEDURE EMPLOYEE ACCIDENTS DEFINITIONS CHECK THE SCENE WRITE IT DOWN COLLECT THE EVIDENCE INTERVIEW WITNESS INTERVIEW THE VICTIM	56 56 56 56 57 57 57 57 58
7.1 7.2 7.3 7.4 7.5 7.6 7.7 7.8 7.9 7.10	ALL ACCIDENTS MUST BE INVESTIGATED ACCIDENT INVESTIGATION PROCEDURE EMPLOYEE ACCIDENTS DEFINITIONS CHECK THE SCENE WRITE IT DOWN COLLECT THE EVIDENCE INTERVIEW WITNESS INTERVIEW THE VICTIM WEIGH THE EVIDENCE	56 56 56 56 57 57 57 57 58
7.1 7.2 7.3 7.4 7.5 7.6 7.7 7.8 7.9 7.10 8.	ALL ACCIDENTS MUST BE INVESTIGATED  ACCIDENT INVESTIGATION PROCEDURE  EMPLOYEE ACCIDENTS  DEFINITIONS  CHECK THE SCENE  WRITE IT DOWN  COLLECT THE EVIDENCE  INTERVIEW WITNESS  INTERVIEW THE VICTIM  WEIGH THE EVIDENCE  SAFETY INSPECTIONS/HAZARD CORRECTION PROCES	56 56 56 56 57 57 57 57 58 58
7.1 7.2 7.3 7.4 7.5 7.6 7.7 7.8 7.9 7.10 8.	ALL ACCIDENTS MUST BE INVESTIGATED ACCIDENT INVESTIGATION PROCEDURE EMPLOYEE ACCIDENTS DEFINITIONS CHECK THE SCENE WRITE IT DOWN COLLECT THE EVIDENCE INTERVIEW WITNESS INTERVIEW THE VICTIM WEIGH THE EVIDENCE SAFETY INSPECTIONS/HAZARD CORRECTION PROCES	56 56 56 56 57 57 57 58 58 58
7.1 7.2 7.3 7.4 7.5 7.6 7.7 7.8 7.9 7.10 8. 8.2 8.3	ALL ACCIDENTS MUST BE INVESTIGATED ACCIDENT INVESTIGATION PROCEDURE EMPLOYEE ACCIDENTS DEFINITIONS CHECK THE SCENE WRITE IT DOWN COLLECT THE EVIDENCE INTERVIEW WITNESS INTERVIEW THE VICTIM WEIGH THE EVIDENCE  SAFETY INSPECTIONS/HAZARD CORRECTION PROCED INSPECTIONS & HAZARD CORRECTION PURPOSE	56 56 56 56 57 57 57 58 58 58 50 50 60 60



December 10, 2024

Miller-Boldt, Inc. Attn: Heather Yannatta 21481 Carlo Dr. Clinton Township, MI 48038

RE: Experience Modification

To Whom It May Concern:

Please be advised that the above contractor's intrastate experience modification has been recorded as follows for the current and past three years:

12/13/2024 to 12/13/2025	0.65
12/13/2023 to 12/13/2024	0.66
12/13/2022 to 12/13/2023	0.71
12/13/2021 to 12/13/2022	0.71

If you have any questions regarding the above, please contact our office.

Sincerely,

Casey Lopez

Account Manager



Phone (586) 997-3300

21-602046533

This card acknowledges that the recipient has successfully completed:

30-hour Construction Safety and Health

21-602046534

This card acknowledges that the recipient has successfully completed;

30-hour Construction Safety and Health

### This card issued to: JACKSON BRADLEY

Lawerence Giroux

11/03/2021

Trainer Name

Date of Issue

Lawerence Giroux

Trainer Name

11/03/2021

Date of Issue

21-602046532

This card acknowledges that the recipient has successfully completed:

30-hour Construction Safety and Health

21-602046535

30-hour Construction Safety and Health

### This card issued to: AWRENCE AYOT

Lawerence Giroux Trainer Name

11/03/2021

Date of Issue

21-602046540

This card acknowledges that the recipient has successfully completed:

30-hour Construction Safety and Health

This card issued to:
NICHOLAS LUCZAK

awerence Giroux

rainer Name

11/03/2021

Date of Issue

This card issued to: ALAN HILLER

Lawerence Giroux

11/03/2021

Trainer Name

Date of Issue

21-602046541

This card acknowledges that the recipient has successfully completed:

30-hour Construction Safety and Health

This card issued to:

11/03/2021

Lawerence Giroux

Date of Issue

Trainer Name



Phone (586) 997-3300 Fax (586) 997-3306

21-602046538

21-602046539

This eard acknowledges that the recipient has successfully completed:

30-hour Construction Safety and Health

30-hour Construction Safety and Health

This card issued to:
THOMAS LOEFFLER

11/03/2021

Lawerence Giroux Trainer Name

Date of Issue

This card issued to:

JOSEPH KUPRASZEWICZ

11/03/2021

\_awerence Giroux 'rainer Name

Date of Issue

21-602046553

This card acknowledges that the recipient has successfully completed:

30-hour Construction Safety and Health

21-602046545

This card acknowledges that the recipient has successfully completed:

30-hour Construction Safety and Health

Lawerence Giroux

Trainer Name

Date of Issue

Lawerence Giroux

Date of Issue

.me

21-602046544

This card acknowledges that the recipient has successfully completed:

our Construction Safety and Health

21-602046548

This card acknowledges that the recipient has successfully completed:

30-hour Construction Safety and Mealth

This card issued to:
DENNIS VANEENOO

;e Giroux

11/03/2021

Date of Issue

This card issued to: GEORGE MCFARL Lawerence Giroux

11/03/2021

Trainer Name

Date of Issue

# OSHA's Form 300A (Rev. 04/2004)

# Section B Item 4

it. re "fillable/writable" lds and ader.

Vear 20

	Labor	metration
1591 20 24	Occupational Safaty and House, of Labor	MIDY MURALL SALE SALES
	Occi	

Labor

Form approved OMB no. 1218-0176

Note: You can type input into this form and	Secause the forms in this recordiscipling and the second s	VOI VVOIK=KEISIEG INIUTIES AND IIINDESSOS	I then save your inputs using the free Adobe PDF Rea	
	INI 30 Macman	Similary OF WC		

	Remember to review the Log to verify that the entries are accomplete this Summary page, even if no work-related injuries or illnesses occurred during the year	Ipliete and accurate before completing this summary.	every page of the Log. If you had no cases, write "0,"
bmonto of a second	threns covered by Part 1904 must complete this 3 to review the Log to verify that the entries are comp	a Log, count the individual entries was	of the Log. If you had no cases, write "O."
All establis	Remember	Using th	every page

Employees, former employees, and their representatives have the right to review the OSHA Forn 300 in its entirety. They also have limited access to the OSHA Forn 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

			·				mons			
	Total number of other recordable cases  (J)							0	0	0
	Total number of cases with job transfer or restriction 0		Total number of days of job transfer or restriction	0	(L)			(4) Poisonings	(5) Hearing loss	(6) All other illnesses
Si	Total number of cases with days away from work  (H)		To job			s Types		0	0	0 suc
Number of Cases	Total number of deaths  (G)	Number of Days	Total number of days away from work	0	(K)	Injury and Illness Types	Total number of (M)	(1) Injuries	(2) Skin disorders	(3) Respiratory conditions

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

1-6-2025

Date

Phone 586-997-3300

Reset

Public reporting burden for this collection of information is estimated to average SS minuses per response, including time to review the instructions, search and gather the data needed, and computed were rectivated or early effect to report to response to the collection of information while such expenses of this data collection, contact: US Department of Labor, OSHA Office of Statistical Analysis, Room N-3644, 200 Constitution Avenue, NW.

North American Industrial Classification (NAICS), if known (e.g., 336212) PLESIDEAT Title I certify that I have examined this document and that to the best of Zip 48038 Employment information (ff you don't have these figures, see the Knowingly falsifying this document may result in a fine. my knowledge the entries are frue, accurate, and complete. Industry description (e.g., Manufacture of motor truck trailers) 94,018.00 45 State MI Miller-Boldt, Inc. Mechanical & Plumbing Contractor Total hours worked by all employees last year Worksheet on the next page to estimate.) Annual average number of employees Mother O. Mille Street 21481 Carlo Drive Establishment information City Clinton Township Your establishment name Company executive Sign here

# OSHA's Form 300 (Rev. 04/2004)

# Log of Work-Related Injuries and Illnesses

Information about every work-related death and about every work-related injury or illness that involves loss of Please Record;

consciousness, restricted work activity or job transler, days oway from work, or medical treatment beyond first aid.

Significant work-related injunes and illnesses that are diagnosed by a physician or licensed health care professional.

Work-related injunies and illnesses that meet any of the specific recording criteria listed in 29 CRP part 1994.8

Step 2. Describe the case

Step 1. Identify the person

Note: You can type input into this form and save it.
Because the forms in this recordkeeping package are "fillable/writable"
PDF documents, you can type into the input form fields and
then save your inputs using the free Adobe PDF Reader. In addition,
the forms are programmed to auto-calculate as appropriate.

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes. Reminders:
- Complete in hipty and liness incident Report (OSIA) Form 301) or equivalent from for each righty or illness recorded on this form. If you're not sure whether a case is recordeble, call you local OSIA office for hop.
- Feel free to use two lines for a single case if you need to.
- Complete the S steps for each case.

U.S. Department of Labor Occupational Safety and Health Administration Form approved OMB no. 1218-0176 All others O soccessili asof gainsoH 🕲 Illness Select one column; Year 20 24 ₹ Poisoning State Miller-Boldt, Inc. S Respiratory condition 0 Skin disonder 8 Clinton Township Enter the number of days the injured or ill worker was: On job transfer or restriction 3 Establishment name you post it. City Remained at Work 3 SELECT ONLY ONE circle based on the most serious outname.

Job transfer or restriction

Days away from work

Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g., Second degree huns on right forearm from accident oreit)

E

Where the event occurred (e.g., Loading dock north end)

Date of injury or onset of illness (e.g., 2/10)

Job fitte (e.g., Welder)

Employee's name (B)

(A) Case

(ii)

<u>@</u>

9

€

Œ

9

Step 3. Classify the case

Public reporting burden for this collocition of information is estimated to average 14 minutes part responses, including time to review the instructions, search, and guident the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it disaplays a currently with OMB, control number, 17 (you have, and required these estimates or any other appeals of this idua solbestion, sorated 130 Epartment of Labor, OSHA Office of Statistical Analysis. Room Medical Labor, 1984 Office of Statistical Analysis. Room month / day month / day month / day nonth / day month / day Reset Reset Reset Reset Reset Reset Reset Reset Reset

Add a Form Page

Page totals

lary page Be sure to transfer these totals to the Sur

(4)



Phone (586) 997-3300 Fax (586) 997-3306

City of Ann Arbor 301 East Huron Street Ann Arbor MI 48107

**RE: RFP No 25-05** 

### **Section C**

Item 1 See Following Pages

Item 2 Apprentice program through Local 636

Item 3 No none craft personnel will be used

Respectfully Submitted

Paul Cornett Miller Boldt Inc

### LABOR HOURLY RATE COMPUTATION

Geographic/Local Area/Project Craft/Description Period

Metro Detroit
Pipe Fitter
June 1, 2024 through May 31, 2025

			Jo	URNEYMANS	RATE		FOREMANS	RATE
	AGES:		Regular	Time/Half	Double	Regu	ılar Time/Ha	If Double
1	Base Wages		40.30	60.45	80.60	STATE OF STREET STATE OF STREET	69.4	
2	Vacation and Holidays		5.90	11.80	11.80		5.90 11.8	
2a	Special Assessment		1.71	1.71	1.71		1.71 1.7	
3	Base Wage Total (1+2)		47.91	73.96	94.11	53	82.9	6 106.11
FR	INGES:							
4	Health & Welfare		10.85	10.85	10.05			
4a	Pension-Defined Benefit		16.50	16.50	10.85		0.85	1000000
5	Pension-Defined Contribution		2.25	2.25	2.25	10	16.5	- 20000000
5a	Retiree Insurance Fund		3.65	3.65	3.65		2.25	
6	Apprentice Training		0.90	0.90	0.90		3.65	- E22A020
7	Retiree/Widow Fund		0.80	0.80	0.90		.90 0.90	1000000
8	S.U.B. Fund		0.70	0.70	0.80		.80 0.80	
9	International Training Fund		0.10	0.10	0.70		.70 0.70	1000000
10	Piping Education Council		0.52	0.10	0.10		.10 0.10	
11	Labor Management Committtee		0.00	0.00	1000		.52 0.52	1000000
12	Industry Apprenticeship		0.00	0.00	0.00	CONTROL OF CASE OF CAS	.00 0.00	20/20/2009
13	Reimbursement Fund		1.10	1.10	0.00	CONTROL DESCRIPTION OF THE PROPERTY OF THE PRO	.00 0.00	- 200
			1.10	1.10	1.10	1	.10 1.10	1.10
14	Fringe Total (4 thru 13)		37.37	37.37	37.37	37	.37 37.37	37.37
15	Gross Wage (3+14)		85.28	111.33	131.48	91.	.28 120.33	143.48
BUF	RDEN (% FO 3)						A A H	
16	FICA	7.65%	3.67	F.00	7.00			
17	Federal Unemployment	0.60%	0.29	5.66	7.20		12 6.35	100000
18	State Unemployment	12.32%	100	0.44	0.56		32 0.50	100
19	Michigan State Business Tax	0.00%	5.90	9.11	11.59	CONTRACTOR OF THE PARTY OF THE	64 10.22	978456
20	Workers Comp Insurance	8.65%	0.00	0.00	0.00	CONTROL OF THE PARTY OF THE PAR	0.00	THE RESERVE AND ADDRESS OF THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS
	(Straight Time Only)	0.05%	4.14	6.40	8.14	4.	66 7.18	9.18
21	General Liability Insurance	17.35%	0.24	10.00				
	(Straight Time Only)	17.5576	8.31	12.83	16.33	9.	35 14.39	18.41
22	3							
23								
24	Burden Tatal		100 mm		Name of Street, Street		The same of the sa	
24	Burden Total		22.31	34.44	43.83	25.	11 38.63	49.42
25	Consumables/Small Tools	3.0%	2.56	2.56	2.56		74 0 74	0 = 1
	(3% of 15) (Straight Time Only)	5.676	2.00	2.30	2.30		74 2.74	2.74
26	Burden and Tools (24+25)		24.87	37.00	46.39	27.8	84 41.37	52.15
27	Total Wage - w/o Markup		110.15	148.33	177.87	119.	12 161.70	195.63
28	O.H. & P (% OF LINE 15)	15.0%	\$ 12.79	\$ 16.70	\$ 19.72	\$ 13.6		\$ 21.52
	TOTAL BILLING RATE (27+28)		\$ 122.94	\$ 165.03	\$ 197.59	\$ 132.8		\$ 217.16
SUB	MITTED BY: Matthew Miller							

CONTRACTOR: Miller-Boldt, Inc. REVIEWED/APPROVED

DATE: January 30, 2025 BY/DATE \_\_\_\_\_



Phone (586) 997-3300 Fax (586) 997-3306

City of Ann Arbor 301 East Huron Street Ann Arbor MI 48107

**RE: RFP No 25-05** 

### **Section D**

Item 1 Manpower not determined

Item 2 Currently no official programs in place

**Item 3 See Following Pages** 

**Item 4 See Following Pages** 

Item 5 N/A No records, violations or penalties against Miller-Boldt

Respectfully Submitted

Paul Cornett Miller Boldt Inc



21481 Carlo Dr. Clinton Township, MI 48038

Phone (586) 997-3300 Fax (586) 997-3306

### **Equal Employment Opportunity**

Miller-Boldt, Inc. provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, Miller-Boldt, Inc. complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

Any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability or veteran status is expressly prohibited.

We are committed to a diverse workforce. We value all employees' talents and support an environment that is inclusive and respectful. We are strongly committed to this policy and believe in the concept and spirit of the law.

We are committed to ensuring that:

- All recruiting, hiring, training, promotion, compensation and other employment-related programs are provided fairly to all persons on an equal opportunity basis;
- Employment decisions are based on the principles of equal opportunity. All personnel actions such as compensation, benefits, transfers, training, and participation in social and recreational programs are administered without regard to any characteristic protected by state, federal or local law;
- Employees and applicants will not be subjected to harassment, intimidation, threats, retaliation, coercion or discrimination because they have exercised any right protected by law; and
- Reasonable accommodations will be made for disabilities and religious beliefs.

We believe in and practice equal opportunity. The Director of Human Resources serves as our Equal Opportunity Coordinator and has overall responsibility for assuring compliance with this policy. All employees are responsible for supporting the concept of equal opportunity and diversity and assisting our Company in meeting its objectives.

Please contact Human Resources with questions or concerns.



42826 Mound Rd. Sterling Heights, MI 48314

Phone (586) 997-3300 Fax (586) 997-3306

### **Environmental Policy Statement**

Miller-Boldt, Inc. recognizes our business is directly connected to the health of the planet and local communities. Miller-Boldt, Inc. is focused on finding environmental solutions that will reduce our footprint. As part of our ongoing efforts, Miller-Boldt, Inc. focuses on the following initiatives:

- Improvement of employee environmental performance through detailed policies and procedures, training and recognition of positive performance.
- Efficient use of natural resources to minimize waste generation through efforts that include recycling, innovation and prevention of pollution.
- Measurement of environmental performance by reviewing objectives and targets, audit progress, and reporting to senior management and external stakeholders.
- Integration of environmental responsibilities and considerations into daily operations and business decision-making processes.
- Participation in the development of sound environmental policy for environmentally hazardous materials.
- Commitment to emergency preparedness and response in order to minimize any potential environmental impacts resulting from day-to-day operations.
- Use of innovations and technologies to minimize atmospheric emissions and noise.
- Promotion of effective environmental management by our suppliers and contractors.
- Compliance with all applicable environmental laws and regulations.
- The promotion of awareness regarding environmental policies for employees and our customers.

Matthew Miller, PRESIDENT MILLER-BOLDT, INC.

E. Sched	dule of Pricing/Cost – 20 Points	
Company:	Miller-Boldt Inc.	
Base Bid		
rehiacement	e work outlined in these documents for Wheele RTU-1-1 complete as specified, using equipment nufacturers where specifically named.	er Service Center Rooftop nt and materials only of the
One Hundred	Five Thousand Three Hundred Twenty Dollars	(\$ 105,320.00 )

## ATTACHMENT B GENERAL DECLARATIONS

City of Ann Arbor Guy C. Larcom Municipal Building Ann Arbor, Michigan 48107

Ladies and Gentlemen:

The undersigned, as Bidder, declares that this Bid is made in good faith, without fraud or collusion with any person or persons bidding on the same Contract; that this Bidder has carefully read and examined the bid documents, including City Nondiscrimination requirements and Declaration of Compliance Form, Living Wage requirements and Declaration of Compliance Form, Prevailing Wage requirements and Declaration of Compliance Form, Vendor Conflict of Interest Form, Notice of Pre-Bid Conference, General Information, Bid, Bid Forms, Contract, Bond Forms, General Conditions, Standard Specifications, Detailed Specifications, all Addenda, and the Plans (if applicable) and understands them. The Bidder declares that it conducted a full investigation at the site and of the work proposed and is fully informed as to the nature of the work and the conditions relating to the work's performance. The Bidder also declares that it has extensive experience in successfully completing projects similar to this one.

The Bidder acknowledges that it has not received or relied upon any representations or warrants of any nature whatsoever from the City of Ann Arbor, its agents or employees, and that this Bid is based solely upon the Bidder's own independent business judgment.

The undersigned proposes to perform all work shown on the plans or described in the bid documents, including any addenda issued, and to furnish all necessary machinery, tools, apparatus, and other means of construction to do all the work, furnish all the materials, and complete the work in strict accordance with all terms of the Contract of which this Bid is one part.

In accordance with these bid documents, and Addenda numbered \_\_\_\_\_, the undersigned, as Bidder, proposes to perform at the sites in and/or around Ann Arbor, Michigan, all the work included herein for the amounts set forth in the Bid Forms.

The Bidder declares that it has become fully familiar with the liquidated damage clauses for completion times and for compliance with City Code Chapter 112, understands and agrees that the liquidated damages are for the non-quantifiable aspects of non-compliance and do not cover actual damages that may be shown and agrees that if awarded the Contract, all liquidated damage clauses form part of the Contract.

The Bidder declares that it has become fully familiar with the provisions of Chapter 14, Section 1:320 (Prevailing wages) and Chapter 23 (Living Wage) of the Code of the City of Ann Arbor and that it understands and agrees to comply, to the extent applicable to employees providing services to the City under this Contract, with the wage and reporting requirements stated in the City Code provisions cited. Bidder certifies that the statements contained in the City Prevailing Wage and Living Wage Declaration of Compliance Forms are true and correct. Bidder further agrees that the cited provisions of Chapter 14 and Chapter 23 form a part of this Contract.

The Bidder declares that it has become familiar with the City Conflict of Interest Disclosure Form and certifies that the statement contained therein is true and correct.

The Bidder encloses a certified check or Bid Bond in the amount of 5% of the total of the Bid Price. The Bidder agrees both to contract for the work and to furnish the necessary Bonds and insurance documentation within 10 days after being notified of the acceptance of the Bid.

If this Bid is accepted by the City and the Bidder fails to contract and furnish the required Bonds and insurance documentation within 10 days after being notified of the acceptance of this Bid, then the Bidder shall be considered to have abandoned the Contract and the certified check or Bid Bond accompanying this Bid shall become due and payable to the City.

If the Bidder enters into the Contract in accordance with this Bid, or if this Bid is rejected, then the accompanying check or Bid Bond shall be returned to the Bidder.

In submitting this Bid, it is understood that the right is reserved by the City to accept any Bid, to reject any or all Bids, to waive irregularities and/or informalities in any Bid, and to make the award in any manner the City believes to be in its best interest.

SIGNED THIS 29	DAY OF <u>January</u> , 202 <u>5</u> .
Miller-Boldt Inc. Bidder's Name	Parlament.
bluder's Name	Authorized Signature of Bidder
21481 Carlo Drive Clinton Twp, MI 48038	Paul Cornett
Official Address	(Print Name of Signer Above)
586 997-3300	noulo@millon hadata
	paulc@miller-boldt.com
Telephone Number	Email Address for Award Notice

### ATTACHMENT C LEGAL STATUS OF BIDDER

(The bidder shall fill out the appropriate form and strike out the other three.)

Bidder declares that it is: \* A corporation organized and doing business under the laws of the State of \_\_\_\_\_, for whom Paul Cornett \_\_\_\_\_, bearing the office title of Service Manager\_\_\_\_, whose signature is affixed to this Bid, is authorized to execute contracts. NOTE: 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 \_\_\_\_\_\_\_ whom \_\_\_\_\_ bearing the title of \_\_\_\_\_ 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 in the county of \_\_\_\_\_, whose members are (list all members and the street and mailing address of each) (attach separate sheet if necessary): \* An individual, whose signature with address, is affixed to this Bid: **Authorized Official** Date 01/29 , 2025 (Print) Name Paul Cornett \_\_\_\_\_Title Service Manager Company: Miller-Boldt Inc. Address: 21481 Carlo Drive Clinton Twp, MI 48038 Contact Phone (586) 997-3300 Fax (<sub>586</sub>) 997-3306

Email paulc@miller-boldt.com

## ATTACHMENT D PREVAILING WAGE DECLARATION OF COMPLIANCE

The "wage and employment requirements" of Section 1:320 of Chapter 14 of Title I of the Ann Arbor City Code mandates that the city not enter any contract, understanding or other arrangement for a public improvement for or on behalf of the city unless the contract provides that all craftsmen, mechanics and laborers employed directly on the site in connection with said improvements, including said employees of subcontractors, shall receive the prevailing wage for the corresponding classes of craftsmen, mechanics and laborers, as determined by statistics for the Ann Arbor area compiled by the United States Department of Labor. Where the contract and the Ann Arbor City Code are silent as to definitions of terms required in determining contract compliance with regard to prevailing wages, the definitions provided in the Davis-Bacon Act as amended (40 U.S.C. 278-a to 276-a-7) for the terms shall be used. Further, to the extent that any employees of the contractor providing services under this contract are not part of the class of craftsmen, mechanics and laborers who receive a prevailing wage in conformance with section 1:320 of Chapter 14 of Title I of the Code of the City of Ann Arbor, employees shall be paid a prescribed minimum level of compensation (i.e. Living Wage) for the time those employees perform work on the contract in conformance with section 1:815 of Chapter 23 of Title I of the Code of the City of Ann Arbor.

At the request of the city, any contractor or subcontractor shall provide satisfactory proof of compliance with this provision.

### The Contractor agrees:

- (a) To pay each of its employees whose wage level is required to comply with federal, state or local prevailing wage law, for work covered or funded by this contract with the City,
- (b) To require each subcontractor performing work covered or funded by this contract with the City to pay each of its employees the applicable prescribed wage level under the conditions stated in subsection (a) or (b) above.
- (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.

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 wage and employment provisions of the Chapter 14 of the Ann Arbor City Code. The undersigned certifies that he/she has read and is familiar with the terms of Section 1:320 of Chapter 14 of the Ann Arbor City Code and by executing this Declaration of Compliance obligates his/her employer and any subcontractor employed by it to perform work on the contract to the wage and employment requirements stated herein. The undersigned further acknowledges and agrees that if it is found to be in violation of the wage and employment requirements of Section 1:320 of the Chapter 14 of the Ann Arbor City Code it shall has be deemed a material breach of the terms of the contract and grounds for termination of same by the City.

Miller-Boldt Inc.	
Company Name	
Im/ h	1-30-25
Signature of Authorized Representative	Date
Paul Cornett	
Print Name and Title	
21481 Carlo Drive Clinton Twp, MI 48038	
Address, City, State, Zip	
586 997-3300 paulc@miller-boldt.com	
Phone/Email address	

Questions about this form? Contact Procurement Office City of Ann Arbor Phone: 734/794-6500

# ATTACHMENT E 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-greater than \$10,000, or (c) 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 C	ontractor	or	Grantee	agrees.
-------	-----------	----	---------	---------

\$18.32/hour for those employers that do not provide health care. The Contractor or Grantor understand that the Living Wage is adjusted and established annually on April 30 in good-days with the Contractor.		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 \$16.43/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 \$18.32/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
[X]	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.

Miller-Boldt Inc.	21481 Carlo Drive
Company Name	Street Address
Signature of Authorized Representative Date	Clinton Twp MI 48038 City, State, Zip
Paul Cornett Service Manager Print Name and Title	586 997-3300 paulc@miller-boldt.com Phone/Email address

### **Attachment F**

# CITY OF ANN ARBOR LIVING WAGE ORDINANCE

RATE EFFECTIVE APRIL 30, 2024 - ENDING APRIL 29, 2025

\$16.43 per hour

If the employer provides health care benefits\*

\$18.32 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

### **ATTACHEMENT G**



### 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.

- 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.

Conflict of Interest Disclosure\*

5. Please note any exceptions below:

Name of City of Ann Arbor employees, ele officials or immediate family members with		Relationship to employee
there may be a potential conflict of interes	est ()	nterest in vendor's company
, interest of lines	( )	Other (please describe in box below)
None Known		,
45.		
*Disclosing a potential conflict of interest does no	ot disqualify vend	lors. In the event vendors do not disclose potentia
conflicts of interest and they are detected by the	City, vendor will	be exempt from doing business with the City.
		•
I certify that this Conflict of Interest contents are true and correct to my certify on behalf of the Vendor by my	knowledge ar	as been examined by me and that its
contents are true and correct to my	knowledge ar	as been examined by me and that its
certify on behalf of the Vendor by my	knowledge ar	as been examined by me and that its id belief and I have the authority to so low:  586 997-3300
certify on behalf of the Vendor by my  Miller-Boldt Inc.	knowledge ar	as been examined by me and that its d belief and I have the authority to so low:

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

### **ATTACHMENT H**

### **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, including but not limited to an acceptable affirmative action program if applicable.
- (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.

Miller- Boldt Inc.	
Company Name	
Tar funds	1-30-25
Signature of Authorized Representative	Date
Paul Cornett Service Manager	
Print Name and Title	_
21481 Carlo Drive Clinton Twp, MI 48038	
Address, City, State, Zip	
586 997-3300 paulc@miller-boldt.com	
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 I**

### 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.

<u>Discriminatory Employment Practices:</u> 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.

<u>Discriminatory Effects:</u> 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, complete the complaint form, which 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.

<u>Private Actions For Damages or Injunctive Relief:</u> 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.