

PROFESSIONAL SERVICES AGREEMENT
2024 Grant
Survey and Remonumentation

This AGREEMENT is made this 1st day of April 1, 2024, by and between the County of Houghton, 401 E. Houghton Avenue, Houghton, MI 49931 and Hein Surveying (SURVEYOR) (ADDRESS) 57486 Mine St, Calumet, MI 49913.

Section 1 - Scope of Work

1.1 Basic Services

1.1.1 The SURVEYOR will provide all services and equipment necessary to monument / remonument the corners as described in Exhibit A attached to and made part of this AGREEMENT.

1.1.2 All work will be performed pursuant to the State Survey and Remonumentation Act, Act 345 of the 1990 Michigan Public Acts and Administrative Rules promulgated there under and the Houghton County Monumentation and Remonumentation Plan approved by the State Remonumentation Plan Commission on August 26, 1992.

1.1.3 The SURVEYOR shall obtain from public and private property owners or their agents written permission to enter their premises and perform the work described in this AGREEMENT.

1.1.4 The SURVEYOR may provide monthly written progress reports to the County by the 10th day of each month, will supply any corner reports for presentation to the Peer Review Group, and will attend meetings when the corner reports are reviewed.

1.1.5 Upon acceptance by the COUNTY the SURVEYOR will record corners using appropriate forms and pay the applicable fees.

1.2 Additional Services

1.2.1 The SURVEYOR may provide additional services upon request by the COUNTY related to the Survey and Remonumentation Act including but not limited to: preparation of State progress reports, grant application (s) and Plan amendments.

Section 2 - County Responsibilities

2.1 The COUNTY shall appoint a County Representative who shall be the COUNTY's agent in the performance of this AGREEMENT.

2.2 The COUNTY will provide the SURVEYOR access to all records in its possession pertaining to the work covered by this AGREEMENT.

2.3 The COUNTY shall promptly notify the SURVEYOR of any amendments to Act 345 or changes to the Administrative Rules promulgated there under which may affect the provision of services.

2.4 The COUNTY will provide, at its expense, caps and monument boxes which will be used in the research and monumentation of corners pursuant to this AGREEMENT.

Section 3 - Payment

3.1 The COUNTY will pay the SURVEYOR within 30 days of invoice for services rendered based on the fee schedule contained in EXHIBIT B, made part of this AGREEMENT.

Section 4 - Term of Agreement/Amendments

4.1 This AGREEMENT shall remain in full force and effect until December 31, 2024.

4.2 The work described in EXHIBIT A shall be completed by December 31, 2024.

4.3 By December 1, 2022, and December 1, 2023, Amendments expanding the Scope of Work shall be prepared by the COUNTY describing the next calendar-year work program contained in the Houghton County Monumentation and Remonumentation Plan. These amendments shall be incorporated into this AGREEMENT by mutual consent of the COUNTY and SURVEYOR.

4.4 By December 31, 2022, and December 31, 2023, Amendments adjusting the fees contained in EXHIBIT B shall be prepared by the SURVEYOR and incorporated into this AGREEMENT by mutual consent of the parties.

4.5 Amendments agreed to under subsections 4.3 and 4.4 shall be contingent upon receipt of a Grant offer(s) from the Michigan Department of Commerce, State Survey and Remonumentation Commission for the applicable calendar year.

Section 5 - Assurances/Indemnification

5.1 The Surveyor agrees to comply with all pertinent Federal and State regulations and legislation involving civil rights, equal opportunity, and affirmative action including (but not limited to) Title VI of the Civil Rights Act of 1964, and Act No. 453, Michigan Public Acts of 1976.

5.2 The SURVEYOR and all of its subcontractors are responsible for ensuring that precautions are exercised at all times for the protection of persons and property. The safety provision of all applicable laws and building and construction codes shall be observed. The SURVEYOR and its subcontractors are responsible for compliance with all Federal and State laws and municipal ordinances and regulations in any manner affecting the work in this AGREEMENT and shall at all times carefully observe and comply with all rules, ordinances and regulations. The SURVEYOR and its subcontractors shall secure all necessary certificates and permits from municipal or other public authorities as may be required in connection with the performance of work covered by this AGREEMENT.

5.3 No member of the Legislature of the State of Michigan or any individual employed by the State shall be permitted to share in this AGREEMENT of any benefit that arises there from.

5.4 The SURVEYOR shall report to the State Contracting Officer within five days after the end of each month that this Agreement is in effect the name(s), social security number(s), and amount of payment made to any former State of Michigan employee who:

- A. Retired from the State between June 2, 1984, and September 30, 1984 under the provisions of Acts 2 and 3 of the Public Acts of 1984; and
- B. Are less than 62 years of age; and
- C. Performed services purchased by the State under the provisions of this AGREEMENT during the month.

No report is required for any month during which the SURVEYOR has no employee as described above assigned to work performed under the provisions of this AGREEMENT.

5.5 To the extent that liabilities, obligations, damages, claims, costs, charges, and expenses are caused by any negligent act, error, or omission of the Monumentation Surveyor (or anyone directly or indirectly employed by it) arising from the services rendered by the Monumentation Surveyor, the Monumentation Surveyor agrees to hold harmless and indemnify the COUNTY and the State of Michigan (and its agents and employees) from and against said liabilities, obligations, damages, claims, costs, charges, and expenses imposed upon the SURVEYOR.

5.6 SURVEYOR shall at all times be an independent contractor and shall not be agent, employee, or representative of the COUNTY. SURVEYOR shall be solely responsible for the selection, supervision, and payment (including the provision of all fringe benefits and withholding of all taxes) of all employees and subcontractors of SURVEYOR necessary to accomplish the work. No such employee of the SURVEYOR shall be an agent of COUNTY.

Section 6 - Insurance

6.1 The SURVEYOR and all of its subcontractors shall provide and maintain during the term of this AGREEMENT public liability, property damage, and worker's compensation insurance insuring the interests of the COUNTY and State of Michigan against any and all claims which may rise out of the SURVEYOR'S or subcontractor operations under the terms of this AGREEMENT.

6.2 Specific insurance provisions are contained in EXHIBIT C attached to and made part of this AGREEMENT.

Section 7 - Assignment

The SURVEYOR may not assign this AGREEMENT without the consent of the COUNTY.

Section 8 - Ownership of Documents

All documents, reports and certificates prepared by the SURVEYOR with respect to work performed under this AGREEMENT shall be made available to the COUNTY prior to payment for any portion of the work. Upon final payment for any portion of the work copies of all such records shall be delivered to the COUNTY

COUNTY and SURVEYOR, and respective partners, successors, executors, assigns and legal representatives of each are bound by this AGREEMENT to the other party of this AGREEMENT and to the partners, successors, administrators, assigns and legal representatives of such other party in respect of all covenants, agreements and obligations of this AGREEMENT.

Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than COUNTY and SURVEYOR.

This AGREEMENT constitutes the entire AGREEMENT between COUNTY and SURVEYOR and supersedes all prior written or oral understandings between them. This AGREEMENT may only be amended, supplemented, modified or cancelled by a duly executed, written instrument.

In witness whereof, the parties hereto have made and executed this AGREEMENT as of the day and year first written above.

FOR THE COUNTY

FOR THE SURVEYOR

COUNTY GRANT ADMINISTRATOR

DATE

HEIN SURVEYING
NAME OF FIRM / INDIVIDUAL

Steve C. Hein
AUTHORIZED REPRESENTATIVE
STEVE C. HEIN

MAY 3, 2024
DATE

EXHIBIT A TO
PROFESSIONAL SERVICES AGREEMENT
2024 Grant

Survey and Remonumentation

T52N, R34W:

Research: E-06, 07; F-07; G-06, 07; H-07 (6 Corners).

Traverse Lines: E-06 to E-05; G-06 to G-05; H-07 to I-07 (3 Lines).

Traverse/cap: E-06, 07; F-07; G-06, 07; H-07 (6 Corners).

Basic services include:

1. Performing research, field investigation, uncover or locate corner evidence, witnesses (find or establish), assembling all information and providing the County Representative copies for Peer Review Group. Attendance at Peer Review Group meeting(s).
2. Placing State Plane coordinates on each corner. GPS stations will be set approximately two miles apart within one chain of the section line.
- 2A. Traversing Lines.
3. Installing an appropriate corner marker and cap as determined by the County Representative.
4. Filing a Land Corner Recordation Certificate as required by Act 74 of the 1970 Michigan Public Acts, as amended, being Sections 54.201 to 54.219(d) of the Michigan Compiled Laws.
5. Provide Plan maps for each section on reproducible Mylar, 18" x 24" in size including all traverse points and corners.

Additional services required, when so assigned by the County Representative, including reviewing the work of others or in part performing the Basic Services described above for miscellaneous corners not identified above.

EXHIBIT B TO
PROFESSIONAL SERVICES AGREEMENT
MONUMENTATION AND REMONUMENTATION
HOUGHTON COUNTY
2024 Grant

PAYMENT/FEE SCHEDULE

BASIC SERVICE	PER CORNER	PER LINE	LCRC'S	MAPS	TOTAL
For research (6)	225.00				1,350.00
Traverse lines (3)		575.00			1,725.00
Traverse/Cap (6)	1,350.00				8,100.00
Installing corner monument					
Filing Recordation Certificate					
Recording Fees:					
6 LCRC's			30.00		180.00
2 Maps				30.00	60.00
TOTAL					\$ 11,415.00

EXHIBIT C TO
PROFESSIONAL SERVICES AGREEMENT
SURVEY AND REMONUMENTATION
HOUGHTON COUNTY
2024 Grant

NAME STEVEN C. HEIN DBA HEIN SURVEYING

ADDRESS 57486 MINE STREET

ALUMET, MI 49913

WORKERS COMP. INSURANCE CARRIER RLI INSURANCE CO

POLICY NUMBER PSW 0005330

GENERAL LIABILITY INSURANCE CARRIER RLI INSURANCE CO

POLICY NUMBER PSB 0002222

COUNTY ENDORSEMENT _____
(ADDITIONAL INSURED)

Steven C. Hein
SIGNATURE

MAY 3, 2024
DATE

PROOF OF INSURANCE IS REQUIRED

NOTICE TO PROCEED

TO: Hein Surveying
57486 Mine Street
Calumet, MI 49913

DATE: April 1, 2024

You are hereby notified to commence work in accordance with the Agreement dated April 1, 2024, on or before April 2, 2024, and you are to complete the WORK within 275 consecutive days thereafter. The date of completion of all WORK is therefore December 31, 2024.

Houghton County, Owner


By: 
Houghton County Representative

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE TO PROCEED is hereby acknowledged by HEIN SURVEYING
Company Name

this 3RD day of MAY, 2024.

By: STEVEN C. HEIN
Printed Name

By: 
Legal Signature

Title: OWNER

PROFESSIONAL SERVICES AGREEMENT
2024 Grant
Survey and Remonumentation

This AGREEMENT is made this 1st day of April 1, 2024, by and between the County of Houghton, 401 E. Houghton Avenue, Houghton, MI 49931 and CHN Surveying (SURVEYOR) (ADDRESS) 19582 McKinley St., Hancock, MI 49930.

Section 1 - Scope of Work

1.1 Basic Services

1.1.1 The SURVEYOR will provide all services and equipment necessary to monument / remonument the corners as described in Exhibit A attached to and made part of this AGREEMENT.

1.1.2 All work will be performed pursuant to the State Survey and Remonumentation Act, Act 345 of the 1990 Michigan Public Acts and Administrative Rules promulgated there under and the Houghton County Monumentation and Remonumentation Plan approved by the State Remonumentation Plan Commission on August 26, 1992.

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Section 3 - Payment

- 3.1 The COUNTY will pay the SURVEYOR within 30 days of invoice for services rendered based on the fee schedule contained in EXHIBIT B, made part of this AGREEMENT.

Section 4 - Term of Agreement/Amendments

- 4.1 This AGREEMENT shall remain in full force and effect until December 31, 2024.
- 4.2 The work described in EXHIBIT A shall be completed by December 31, 2024.
- 4.3 By December 1, 2022, and December 1, 2023, Amendments expanding the Scope of Work shall be prepared by the COUNTY describing the next calendar-year work program contained in the Houghton County Monumentation and Remonumentation Plan. These amendments shall be incorporated into this AGREEMENT by mutual consent of the COUNTY and SURVEYOR.
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5.4 The SURVEYOR shall report to the State Contracting Officer within five days after the end of each month that this Agreement is in effect the name(s), social security number(s), and amount of payment made to any former State of Michigan employee who:

- A. Retired from the State between June 2, 1984, and September 30, 1984 under the provisions of Acts 2 and 3 of the Public Acts of 1984; and
- B. Are less than 62 years of age; and
- C. Performed services purchased by the State under the provisions of this AGREEMENT during the month.

No report is required for any month during which the SURVEYOR has no employee as described above assigned to work performed under the provisions of this AGREEMENT.

5.5 To the extent that liabilities, obligations, damages, claims, costs, charges, and expenses are caused by any negligent act, error, or omission of the Monumentation Surveyor (or anyone directly or indirectly employed by it) arising from the services rendered by the Monumentation Surveyor, the Monumentation Surveyor agrees to hold harmless and indemnify the COUNTY and the State of Michigan (and its agents and employees) from and against said liabilities, obligations, damages, claims, costs, charges, and expenses imposed upon the SURVEYOR.

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Section 6 - Insurance

6.1 The SURVEYOR and all of its subcontractors shall provide and maintain during the term of this AGREEMENT public liability, property damage, and worker's compensation insurance insuring the interests of the COUNTY and State of Michigan against any and all claims which may rise out of the SURVEYOR'S or subcontractor operations under the terms of this AGREEMENT.

6.2 Specific insurance provisions are contained in EXHIBIT C attached to and made part of this AGREEMENT.

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In witness whereof, the parties hereto have made and executed this AGREEMENT as of the day and year first written above.

FOR THE COUNTY

FOR THE SURVEYOR

COUNTY GRANT ADMINISTRATOR

DATE

CLIN SURVEYING LLC / CHRISTOPHER A. NIELSEN
NAME OF FIRM / INDIVIDUAL


AUTHORIZED REPRESENTATIVE

4/26/24
DATE

EXHIBIT A TO
PROFESSIONAL SERVICES AGREEMENT
2024 Grant

Survey and Remonumentation

T52N, R34W:

Research: F-09; G-08, 09; H-09; I-08, 09 (6 Corners).

Traverse Lines: F-09 to E-09; G-08 to G-07; I-08 to I-07 (3 Lines).

Traverse/cap: F-09; G-08, 09; H-09; I-08, 09 (6 Corners).

Basic services include:

1. Performing research, field investigation, uncover or locate corner evidence, witnesses (find or establish), assembling all information and providing the County Representative copies for Peer Review Group. Attendance at Peer Review Group meeting(s).
2. Placing State Plane coordinates on each corner. GPS stations will be set approximately two miles apart within one chain of the section line.
- 2A. Traversing Lines.
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PROFESSIONAL SERVICES AGREEMENT

MONUMENTATION AND REMONUMENTATION
HOUGHTON COUNTY
2024 Grant

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BASIC SERVICE	PER CORNER	PER LINE	LCRC'S	MAPS	TOTAL
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Traverse/Cap (6)	1,350.00				8,100.00
Installing corner monument					
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Recording Fees:					
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2 Maps				30.00	60.00
TOTAL					\$ 11,415.00

EXHIBIT C TO
PROFESSIONAL SERVICES AGREEMENT
SURVEY AND REMONUMENTATION
HOUGHTON COUNTY
2024 Grant

NAME CHN SURVEYING LLC

ADDRESS 19532 MCKINLEY ST

HANCOCK, MI 49930


WORKERS COMP. INSURANCE CARRIER RLI INSURANCE CO.

POLICY NUMBER PSW 0003875

GENERAL LIABILITY INSURANCE CARRIER RLI INSURANCE CO.

POLICY NUMBER PSB 0006929

COUNTY ENDORSEMENT COUNTY OF HOUGHTON
(ADDITIONAL INSURED)


SIGNATURE

4/26/24
DATE

PROOF OF INSURANCE IS REQUIRED

NOTICE TO PROCEED

TO: CHN Surveying
19582 McKinley Street
Hancock, MI 49930

DATE: April 1, 2024

You are hereby notified to commence work in accordance with the Agreement dated April 1, 2024, on or before April 2, 2024, and you are to complete the WORK within 275 consecutive days thereafter. The date of completion of all WORK is therefore December 31, 2024.

Houghton County, Owner

By: 
Houghton County Representative

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE TO PROCEED is hereby acknowledged by CHN SURVEYING, LLC
Company Name

this 26 day of APRIL, 2024.

By: CHRISTOPHER H. NIELSEN
Printed Name

By: 
Legal Signature

Title: OWNER



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/05/2024

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

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

PRODUCER Moore Insurance Services, Inc. 67 N. Howell P.O. Box 207 Hillsdale MI 49242	CONTACT NAME: Cyndi Armstrong PHONE (A/C No, Ext): (517) 439-9345 E-MAIL ADDRESS: carmstrong@mooreinsuranceservices.com FAX (A/C, No): (517) 439-5536
	INSURER(S) AFFORDING COVERAGE INSURER A: RLJ Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED CHN Surveying, LLC 19582 McKinley St. Hancock MI 49930	

COVERAGES **CERTIFICATE NUMBER:** CL243504415 **REVISION NUMBER:**

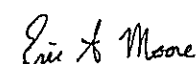
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	PSB0006929	03/20/2024	03/20/2025	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			PSB0006929	03/20/2024	03/20/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	PSW0003875	03/20/2024	03/20/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Professional Liability w/ Pollution Incident			RDP0049958	03/20/2024	03/20/2025	Per Claim \$500,000 Aggregate \$1,000,000

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

CERTIFICATE HOLDER

CANCELLATION

Houghton County Courthouse Controller's Office, 5th Floor Attn: Elizabeth Bjorn 401 E. Houghton Avenue Houghton MI 49931	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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PROFESSIONAL SERVICES AGREEMENT
2024 Grant
Survey and Remonumentation

This AGREEMENT is made this 1st day of April 1, 2024, by and between the County of Houghton, 401 E. Houghton Avenue, Houghton, MI 49931 and Clearwater Surveying (SURVEYOR) (ADDRESS) 210 Quincy St., Hancock, MI 49930.

Section 1 - Scope of Work

1.1 Basic Services

1.1.1 The SURVEYOR will provide all services and equipment necessary to monument / remonument the corners as described in Exhibit A attached to and made part of this AGREEMENT.

1.1.2 All work will be performed pursuant to the State Survey and Remonumentation Act, Act 345 of the 1990 Michigan Public Acts and Administrative Rules promulgated there under and the Houghton County Monumentation and Remonumentation Plan approved by the State Remonumentation Plan Commission on August 26, 1992.

1.1.3 The SURVEYOR shall obtain from public and private property owners or their agents written permission to enter their premises and perform the work described in this AGREEMENT.

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- 4.5 Amendments agreed to under subsections 4.3 and 4.4 shall be contingent upon receipt of a Grant offer(s) from the Michigan Department of Commerce, State Survey and Remonumentation Commission for the applicable calendar year.

Section 5 - Assurances/Indemnification

5.1 The Surveyor agrees to comply with all pertinent Federal and State regulations and legislation involving civil rights, equal opportunity, and affirmative action including (but not limited to) Title VI of the Civil Rights Act of 1964, and Act No. 453, Michigan Public Acts of 1976.

5.2 The SURVEYOR and all of its subcontractors are responsible for ensuring that precautions are exercised at all times for the protection of persons and property. The safety provision of all applicable laws and building and construction codes shall be observed. The SURVEYOR and its subcontractors are responsible for compliance with all Federal and State laws and municipal ordinances and regulations in any manner affecting the work in this AGREEMENT and shall at all times carefully observe and comply with all rules, ordinances and regulations. The SURVEYOR and its subcontractors shall secure all necessary certificates and permits from municipal or other public authorities as may be required in connection with the performance of work covered by this AGREEMENT.

5.3 No member of the Legislature of the State of Michigan or any individual employed by the State shall be permitted to share in this AGREEMENT of any benefit that arises there from.

5.4 The SURVEYOR shall report to the State Contracting Officer within five days after the end of each month that this Agreement is in effect the name(s), social security number(s), and amount of payment made to any former State of Michigan employee who:

- A. Retired from the State between June 2, 1984, and September 30, 1984 under the provisions of Acts 2 and 3 of the Public Acts of 1984; and
- B. Are less than 62 years of age; and
- C. Performed services purchased by the State under the provisions of this AGREEMENT during the month.

No report is required for any month during which the SURVEYOR has no employee as described above assigned to work performed under the provisions of this AGREEMENT.

5.5 To the extent that liabilities, obligations, damages, claims, costs, charges, and expenses are caused by any negligent act, error, or omission of the Monumentation Surveyor (or anyone directly or indirectly employed by it) arising from the services rendered by the Monumentation Surveyor, the Monumentation Surveyor agrees to hold harmless and indemnify the COUNTY and the State of Michigan (and its agents and employees) from and against said liabilities, obligations, damages, claims, costs, charges, and expenses imposed upon the SURVEYOR.

5.6 SURVEYOR shall at all times be an independent contractor and shall not be agent, employee, or representative of the COUNTY. SURVEYOR shall be solely responsible for the selection, supervision, and payment (including the provision of all fringe benefits and withholding of all taxes) of all employees and subcontractors of SURVEYOR necessary to accomplish the work. No such employee of the SURVEYOR shall be an agent of COUNTY.

Section 6 - Insurance

6.1 The SURVEYOR and all of its subcontractors shall provide and maintain during the term of this AGREEMENT public liability, property damage, and worker's compensation insurance insuring the interests of the COUNTY and State of Michigan against any and all claims which may rise out of the SURVEYOR'S or subcontractor operations under the terms of this AGREEMENT.

6.2 Specific insurance provisions are contained in EXHIBIT C attached to and made part of this AGREEMENT.

Section 7 - Assignment

The SURVEYOR may not assign this AGREEMENT without the consent of the COUNTY.

Section 8 - Ownership of Documents

All documents, reports and certificates prepared by the SURVEYOR with respect to work performed under this AGREEMENT shall be made available to the COUNTY prior to payment for any portion of the work. Upon final payment for any portion of the work copies of all such records shall be delivered to the COUNTY.

COUNTY and SURVEYOR, and respective partners, successors, executors, assigns and legal representatives of each are bound by this AGREEMENT to the other party of this AGREEMENT and to the partners, successors, administrators, assigns and legal representatives of such other party inn respect of all covenants, agreements and obligations of this AGREEMENT.

Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than COUNTY and SURVEYOR.

This AGREEMENT constitutes the entire AGREEMENT between COUNTY and SURVEYOR and supersedes all prior written or oral understandings between them. This AGREEMENT may only be amended, supplemented, modified or cancelled by a duly executed, written instrument.

In witness whereof, the parties hereto have made and executed this AGREEMENT as of the day and year first written above.

FOR THE COUNTY

FOR THE SURVEYOR

COUNTY GRANT ADMINISTRATOR

DATE

CLEARWATER SURVEYING
NAME OF FIRM / INDIVIDUAL

Harold A. Pomeroy
AUTHORIZED REPRESENTATIVE

4-10-24
DATE

EXHIBIT B TO
PROFESSIONAL SERVICES AGREEMENT

MONUMENTATION AND REMONUMENTATION
HOUGHTON COUNTY
2024 Grant

PAYMENT/FEE SCHEDULE

BASIC SERVICE	PER CORNER	PER LINE	LCRC'S	MAPS	TOTAL
For research (7)	225.00				1,575.00
Traverse lines (2)		575.00			1,150.00
Traverse/Cap (7)	1,350.00				9,450.00
Installing corner monument					
Filing Recordation Certificate					
Recording Fees:					
7 LCRC's			30.00		210.00
2 Maps				30.00	60.00
TOTAL					\$ 12,445.00

EXHIBIT C TO
PROFESSIONAL SERVICES AGREEMENT
SURVEY AND REMONUMENTATION
HOUGHTON COUNTY
2024 Grant

NAME CLEARWATER SURVEYING

ADDRESS P.O. BOX 504 SOUTH RANGE, MD 49963

WORKERS COMP. INSURANCE CARRIER FARM BUREAU

POLICY NUMBER WCC3283409

GENERAL LIABILITY INSURANCE CARRIER _____

POLICY NUMBER BO-11363692

COUNTY ENDORSEMENT HOUGHTON COUNTY
(ADDITIONAL INSURED)

James A. Parnell
SIGNATURE

4-10-24
DATE

PROOF OF INSURANCE IS REQUIRED

NOTICE TO PROCEED

TO: Clearwater Surveying
210 Quincy St.
Hancock, MI 49930

DATE: April 1, 2024

You are hereby notified to commence work in accordance with the Agreement dated April 1, 2024, on or before April 2, 2024, and you are to complete the WORK within 275 consecutive days thereafter. The date of completion of all WORK is therefore December 31, 2024.

Houghton County, Owner

By: Joseph A. Foster
Houghton County Representative

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE TO PROCEED is hereby acknowledged by CLEARWATER SURVEYING
Company Name

this 10TH day of APRIL, 2024.

By: HAROLD RAPSON
Printed Name

By: Harold H. Rapson
Legal Signature

Title: OWNER

PROFESSIONAL SERVICES AGREEMENT
2024 Grant
Survey and Remonumentation

This AGREEMENT is made this 1st day of April 1, 2024, by and between the County of Houghton, 401 E. Houghton Avenue, Houghton, MI 49931 and Hein Surveying (SURVEYOR) (ADDRESS) 57486 Mine St, Calumet, MI 49913.

Section 1 - Scope of Work

1.1 Basic Services

1.1.1 The SURVEYOR will provide all services and equipment necessary to monument / remonument the corners as described in Exhibit A attached to and made part of this AGREEMENT.

1.1.2 All work will be performed pursuant to the State Survey and Remonumentation Act, Act 345 of the 1990 Michigan Public Acts and Administrative Rules promulgated there under and the Houghton County Monumentation and Remonumentation Plan approved by the State Remonumentation Plan Commission on August 26, 1992.

1.1.3 The SURVEYOR shall obtain from public and private property owners or their agents written permission to enter their premises and perform the work described in this AGREEMENT.

1.1.4 The SURVEYOR may provide monthly written progress reports to the County by the 10th day of each month, will supply any corner reports for presentation to the Peer Review Group, and will attend meetings when the corner reports are reviewed.

1.1.5 Upon acceptance by the COUNTY the SURVEYOR will record corners using appropriate forms and pay the applicable fees.

1.2 Additional Services

1.2.1 The SURVEYOR may provide additional services upon request by the COUNTY related to the Survey and Remonumentation Act including but not limited to: preparation of State progress reports, grant application (s) and Plan amendments.

Section 2 - County Responsibilities

- 2.1 The COUNTY shall appoint a County Representative who shall be the COUNTY's agent in the performance of this AGREEMENT.
- 2.2 The COUNTY will provide the SURVEYOR access to all records in its possession pertaining to the work covered by this AGREEMENT.
- 2.3 The COUNTY shall promptly notify the SURVEYOR of any amendments to Act 345 or changes to the Administrative Rules promulgated there under which may affect the provision of services.
- 2.4 The COUNTY will provide, at its expense, caps and monument boxes which will be used in the research and monumentation of corners pursuant to this AGREEMENT.

Section 3 - Payment

- 3.1 The COUNTY will pay the SURVEYOR within 30 days of invoice for services rendered based on the fee schedule contained in EXHIBIT B, made part of this AGREEMENT.

Section 4 - Term of Agreement/Amendments

- 4.1 This AGREEMENT shall remain in full force and effect until December 31, 2024.
- 4.2 The work described in EXHIBIT A shall be completed by December 31, 2024.
- 4.3 By December 1, 2022, and December 1, 2023, Amendments expanding the Scope of Work shall be prepared by the COUNTY describing the next calendar-year work program contained in the Houghton County Monumentation and Remonumentation Plan. These amendments shall be incorporated into this AGREEMENT by mutual consent of the COUNTY and SURVEYOR.
- 4.4 By December 31, 2022, and December 31, 2023, Amendments adjusting the fees contained in EXHIBIT B shall be prepared by the SURVEYOR and incorporated into this AGREEMENT by mutual consent of the parties.
- 4.5 Amendments agreed to under subsections 4.3 and 4.4 shall be contingent upon receipt of a Grant offer(s) from the Michigan Department of Commerce, State Survey and Remonumentation Commission for the applicable calendar year.

Section 5 - Assurances/Indemnification

5.1 The Surveyor agrees to comply with all pertinent Federal and State regulations and legislation involving civil rights, equal opportunity, and affirmative action including (but not limited to) Title VI of the Civil Rights Act of 1964, and Act No. 453, Michigan Public Acts of 1976.

5.2 The SURVEYOR and all of its subcontractors are responsible for ensuring that precautions are exercised at all times for the protection of persons and property. The safety provision of all applicable laws and building and construction codes shall be observed. The SURVEYOR and its subcontractors are responsible for compliance with all Federal and State laws and municipal ordinances and regulations in any manner affecting the work in this AGREEMENT and shall at all times carefully observe and comply with all rules, ordinances and regulations. The SURVEYOR and its subcontractors shall secure all necessary certificates and permits from municipal or other public authorities as may be required in connection with the performance of work covered by this AGREEMENT.

5.3 No member of the Legislature of the State of Michigan or any individual employed by the State shall be permitted to share in this AGREEMENT of any benefit that arises there from.

5.4 The SURVEYOR shall report to the State Contracting Officer within five days after the end of each month that this Agreement is in effect the name(s), social security number(s), and amount of payment made to any former State of Michigan employee who:

- A. Retired from the State between June 2, 1984, and September 30, 1984 under the provisions of Acts 2 and 3 of the Public Acts of 1984; and
- B. Are less than 62 years of age; and
- C. Performed services purchased by the State under the provisions of this AGREEMENT during the month.

No report is required for any month during which the SURVEYOR has no employee as described above assigned to work performed under the provisions of this AGREEMENT.

5.5 To the extent that liabilities, obligations, damages, claims, costs, charges, and expenses are caused by any negligent act, error, or omission of the Monumentation Surveyor (or anyone directly or indirectly employed by it) arising from the services rendered by the Monumentation Surveyor, the Monumentation Surveyor agrees to hold harmless and indemnify the COUNTY and the State of Michigan (and its agents and employees) from and against said liabilities, obligations, damages, claims, costs, charges, and expenses imposed upon the SURVEYOR.

5.6 SURVEYOR shall at all times be an independent contractor and shall not be agent, employee, or representative of the COUNTY. SURVEYOR shall be solely responsible for the selection, supervision, and payment (including the provision of all fringe benefits and withholding of all taxes) of all employees and subcontractors of SURVEYOR necessary to accomplish the work. No such employee of the SURVEYOR shall be an agent of COUNTY.

Section 6 - Insurance

6.1 The SURVEYOR and all of its subcontractors shall provide and maintain during the term of this AGREEMENT public liability, property damage, and worker's compensation insurance insuring the interests of the COUNTY and State of Michigan against any and all claims which may rise out of the SURVEYOR'S or subcontractor operations under the terms of this AGREEMENT.

6.2 Specific insurance provisions are contained in EXHIBIT C attached to and made part of this AGREEMENT.

Section 7 - Assignment

The SURVEYOR may not assign this AGREEMENT without the consent of the COUNTY.

Section 8 - Ownership of Documents

All documents, reports and certificates prepared by the SURVEYOR with respect to work performed under this AGREEMENT shall be made available to the COUNTY prior to payment for any portion of the work. Upon final payment for any portion of the work copies of all such records shall be delivered to the COUNTY

COUNTY and SURVEYOR, and respective partners, successors, executors, assigns and legal representatives of each are bound by this AGREEMENT to the other party of this AGREEMENT and to the partners, successors, administrators, assigns and legal representatives of such other party in respect of all covenants, agreements and obligations of this AGREEMENT.

Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than COUNTY and SURVEYOR.

This AGREEMENT constitutes the entire AGREEMENT between COUNTY and SURVEYOR and supersedes all prior written or oral understandings between them. This AGREEMENT may only be amended, supplemented, modified or cancelled by a duly executed, written instrument.

In witness whereof, the parties hereto have made and executed this AGREEMENT as of the day and year first written above.

FOR THE COUNTY

FOR THE SURVEYOR

COUNTY GRANT ADMINISTRATOR

NAME OF FIRM / INDIVIDUAL

DATE

AUTHORIZED REPRESENTATIVE

DATE

EXHIBIT A TO
PROFESSIONAL SERVICES AGREEMENT
2024 Grant

Survey and Remonumentation

T52N, R34W:

Research: E-06, 07; F-07; G-06, 07; H-07 (6 Corners).

Traverse Lines: E-06 to E-05; G-06 to G-05; H-07 to I-07 (3 Lines).

Traverse/cap: E-06, 07; F-07; G-06, 07; H-07 (6 Corners).

Basic services include:

1. Performing research, field investigation, uncover or locate corner evidence, witnesses (find or establish), assembling all information and providing the County Representative copies for Peer Review Group. Attendance at Peer Review Group meeting(s).
2. Placing State Plane coordinates on each corner. GPS stations will be set approximately two miles apart within one chain of the section line.
- 2A. Traversing Lines.
3. Installing an appropriate corner marker and cap as determined by the County Representative.
4. Filing a Land Corner Recordation Certificate as required by Act 74 of the 1970 Michigan Public Acts, as amended, being Sections 54.201 to 54.219(d) of the Michigan Compiled Laws.
5. Provide Plan maps for each section on reproducible Mylar, 18" x 24" in size including all traverse points and corners.

Additional services required, when so assigned by the County Representative, including reviewing the work of others or in part performing the Basic Services described above for miscellaneous corners not identified above.

EXHIBIT B TO
PROFESSIONAL SERVICES AGREEMENT

MONUMENTATION AND REMONUMENTATION
HOUGHTON COUNTY
2024 Grant

PAYMENT/FEE SCHEDULE

BASIC SERVICE	PER CORNER	PER LINE	LCRC'S	MAPS	TOTAL
For research (6)	225.00				1,350.00
Traverse lines (3)		575.00			1,725.00
Traverse/Cap (6)	1,350.00				8,100.00
Installing corner monument					
Filing Recordation Certificate					
Recording Fees:					
6 LCRC's			30.00		180.00
2 Maps				30.00	60.00
TOTAL					\$ 11,415.00

EXHIBIT C TO
PROFESSIONAL SERVICES AGREEMENT
SURVEY AND REMONUMENTATION
HOUGHTON COUNTY
2024 Grant

NAME _____

ADDRESS _____

WORKERS COMP. INSURANCE CARRIER _____

POLICY NUMBER _____

GENERAL LIABILITY INSURANCE CARRIER _____

POLICY NUMBER _____

COUNTY ENDORSEMENT _____
(ADDITIONAL INSURED)

SIGNATURE

DATE

PROOF OF INSURANCE IS REQUIRED

NOTICE TO PROCEED

TO: Hein Surveying
57486 Mine Street
Calumet, MI 49913

DATE: April 1, 2024

You are hereby notified to commence work in accordance with the Agreement dated April 1, 2024, on or before April 2, 2024, and you are to complete the WORK within 275 consecutive days thereafter. The date of completion of all WORK is therefore December 31, 2024.

Houghton County, Owner

By: _____
Houghton County Representative

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE TO PROCEED is hereby acknowledged by _____
Company Name

this _____ day of _____, 2024.

By: _____
Printed Name

By: _____
Legal Signature

Title: _____

EXHIBIT A TO
PROFESSIONAL SERVICES AGREEMENT
2024 Grant

Survey and Remonumentation

T52N, R34W:

Research: I-06, 07; K07; L-07; MC 15, 22, 23 (7 Corners).

Traverse Lines: I-06 to I-05; L-07 to M-07 (2 Lines).

Traverse/cap: I-06, 07; K07; L-07; MC 15, 22, 23 (7 Corners).

Basic services include:

1. Performing research, field investigation, uncover or locate corner evidence, witnesses (find or establish), assembling all information and providing the County Representative copies for Peer Review Group. Attendance at Peer Review Group meeting(s).
2. Placing State Plane coordinates on each corner. GPS stations will be set approximately two miles apart within one chain of the section line.
- 2A. Traversing Lines.
3. Installing an appropriate corner marker and cap as determined by the County Representative.
4. Filing a Land Corner Recordation Certificate as required by Act 74 of the 1970 Michigan Public Acts, as amended, being Sections 54.201 to 54.219(d) of the Michigan Compiled Laws.
5. Provide Plan maps for each section on reproducible Mylar, 18" x 24" in size including all traverse points and corners.

Additional services required, when so assigned by the County Representative, including reviewing the work of others or in part performing the Basic Services described above for miscellaneous corners not identified above.

PROFESSIONAL SERVICES AGREEMENT
2024 Grant
Survey and Remonumentation

This AGREEMENT is made this 1st day of April 1, 2024, by and between the County of Houghton, 401 E. Houghton Avenue, Houghton, MI 49931 and Traverse Engineering Services, P.C. (SURVEYOR) (ADDRESS) 701 Hancock St, Unit 2, Hancock, MI 49930.

Section 1 - Scope of Work

1.1 Basic Services

1.1.1 The SURVEYOR will provide all services and equipment necessary to monument / remonument the corners as described in Exhibit A attached to and made part of this AGREEMENT.

1.1.2 All work will be performed pursuant to the State Survey and Remonumentation Act, Act 345 of the 1990 Michigan Public Acts and Administrative Rules promulgated there under and the Houghton County Monumentation and Remonumentation Plan approved by the State Remonumentation Plan Commission on August 26, 1992.

1.1.3 The SURVEYOR shall obtain from public and private property owners or their agents written permission to enter their premises and perform the work described in this AGREEMENT.

1.1.4 The SURVEYOR will provide monthly written progress reports to the County by the 10th day of each month, supply any corner reports for presentation to the Peer Review Group, and attend meetings when the corner reports are reviewed.

1.1.5 Upon acceptance by the COUNTY the SURVEYOR will record corners using appropriate forms and pay the applicable fees.

1.2 Additional Services

1.2.1 The SURVEYOR may provide additional services upon request by the COUNTY related to the Survey and Remonumentation Act including but not limited to: preparation of State progress reports, grant application (s) and Plan amendments.

Section 2 - County Responsibilities

- 2.1 The COUNTY shall appoint a County Representative who shall be the COUNTY's agent in the performance of this AGREEMENT.
- 2.2 The COUNTY will provide the SURVEYOR access to all records in its possession pertaining to the work covered by this AGREEMENT.
- 2.3 The COUNTY shall promptly notify the SURVEYOR of any amendments to Act 345 or changes to the Administrative Rules promulgated there under which may affect the provision of services.
- 2.4 The COUNTY will provide, at its expense, caps and monument boxes which will be used in the research and monumentation of corners pursuant to this AGREEMENT.

Section 3 - Payment

- 3.1 The COUNTY will pay the SURVEYOR within 30 days of invoice for services rendered based on the fee schedule contained in EXHIBIT B, made part of this AGREEMENT.

Section 4 - Term of Agreement/Amendments

- 4.1 This AGREEMENT shall remain in full force and effect until December 31, 2024.
- 4.2 The work described in EXHIBIT A shall be completed by December 31, 2024.
- 4.3 By December 1, 2022, and December 1, 2023, Amendments expanding the Scope of Work shall be prepared by the COUNTY describing the next calendar-year work program contained in the Houghton County Monumentation and Remonumentation Plan. These amendments shall be incorporated into this AGREEMENT by mutual consent of the COUNTY and SURVEYOR.
- 4.4 By December 31, 2022, and December 31, 2023, Amendments adjusting the fees contained in EXHIBIT B shall be prepared by the SURVEYOR and incorporated into this AGREEMENT by mutual consent of the parties.
- 4.5 Amendments agreed to under subsections 4.3 and 4.4 shall be contingent upon receipt of a Grant offer(s) from the Michigan Department of Commerce, State Survey and Remonumentation Commission for the applicable calendar year.

Section 5 - Assurances/Indemnification

5.1 The Surveyor agrees to comply with all pertinent Federal and State regulations and legislation involving civil rights, equal opportunity, and affirmative action including (but not limited to) Title VI of the Civil Rights Act of 1964, and Act No. 453, Michigan Public Acts of 1976.

5.2 The SURVEYOR and all of its subcontractors are responsible for ensuring that precautions are exercised at all times for the protection of persons and property. The safety provision of all applicable laws and building and construction codes shall be observed. The SURVEYOR and its subcontractors are responsible for compliance with all Federal and State laws and municipal ordinances and regulations in any manner affecting the work in this AGREEMENT and shall at all times carefully observe and comply with all rules, ordinances and regulations. The SURVEYOR and its subcontractors shall secure all necessary certificates and permits from municipal or other public authorities as may be required in connection with the performance of work covered by this AGREEMENT.

5.3 No member of the Legislature of the State of Michigan or any individual employed by the State shall be permitted to share in this AGREEMENT of any benefit that arises there from.

5.4 The SURVEYOR shall report to the State Contracting Officer within five days after the end of each month that this Agreement is in effect the name(s), social security number(s), and amount of payment made to any former State of Michigan employee who:

- A. Retired from the State between June 2, 1984, and September 30, 1984 under the provisions of Acts 2 and 3 of the Public Acts of 1984; and
- B. Are less than 62 years of age; and
- C. Performed services purchased by the State under the provisions of this AGREEMENT during the month.

No report is required for any month during which the SURVEYOR has no employee as described above assigned to work performed under the provisions of this AGREEMENT.

5.5 To the extent that liabilities, obligations, damages, claims, costs, charges, and expenses are caused by any negligent act, error, or omission of the Monumentation Surveyor (or anyone directly or indirectly employed by it) arising from the services rendered by the Monumentation Surveyor, the Monumentation Surveyor agrees to hold harmless and indemnify the COUNTY and the State of Michigan (and its agents and employees) from and against said liabilities, obligations, damages, claims, costs, charges, and expenses imposed upon the SURVEYOR.

5.6 SURVEYOR shall at all times be an independent contractor and shall not be agent, employee, or representative of the COUNTY. SURVEYOR shall be solely responsible for the selection, supervision, and payment (including the provision of all fringe benefits and withholding of all taxes) of all employees and subcontractors of SURVEYOR necessary to accomplish the work. No such employee of the SURVEYOR shall be an agent of COUNTY.

Section 6 - Insurance

6.1 The SURVEYOR and all of its subcontractors shall provide and maintain during the term of this AGREEMENT public liability, property damage, and worker's compensation insurance insuring the interests of the COUNTY and State of Michigan against any and all claims which may rise out of the SURVEYOR'S or subcontractor operations under the terms of this AGREEMENT.

6.2 Specific insurance provisions are contained in EXHIBIT C attached to and made part of this AGREEMENT.

Section 7 - Assignment

The SURVEYOR may not assign this AGREEMENT without the consent of the COUNTY.

Section 8 - Ownership of Documents

All documents, reports and certificates prepared by the SURVEYOR with respect to work performed under this AGREEMENT shall be made available to the COUNTY prior to payment for any portion of the work. Upon final payment for any portion of the work copies of all such records shall be delivered to the COUNTY

COUNTY and SURVEYOR, and respective partners, successors, executors, assigns and legal representatives of each are bound by this AGREEMENT to the other party of this AGREEMENT and to the partners, successors, administrators, assigns and legal representatives of such other party inn respect of all covenants, agreements and obligations of this AGREEMENT.

Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than COUNTY and SURVEYOR.

This AGREEMENT constitutes the entire AGREEMENT between COUNTY and SURVEYOR and supersedes all prior written or oral understandings between them. This AGREEMENT may only be amended, supplemented, modified or cancelled by a duly executed, written instrument.

In witness whereof, the parties hereto have made and executed this AGREEMENT as of the day and year first written above.

FOR THE COUNTY

FOR THE SURVEYOR

COUNTY GRANT ADMINISTRATOR

DATE

TRAVERSE ENGINEERING SERVICES
NAME OF FIRM / INDIVIDUAL

JOHN PAUL PIETILA 
AUTHORIZED REPRESENTATIVE

4/25/24
DATE

EXHIBIT A TO
PROFESSIONAL SERVICES AGREEMENT
2024 Grant

Survey and Remonumentation

T52N, R34W:

Research: A-08, 09; B-09; C-08, 09; D-09; E-08, 09 (8 Corners).

Traverse Lines: A-08 to A-07; C-08 to C-07; E-08 to E-07 (3 Lines).

Traverse/cap: A-08, 09; B-09; C-08, 09; D-09; E-08, 09 (8 Corners).

Basic services include:

1. Performing research, field investigation, uncover or locate corner evidence, witnesses (find or establish), assembling all information and providing the County Representative copies for Peer Review Group. Attendance at Peer Review Group meeting(s).
2. Placing State Plane coordinates on each corner. GPS stations will be set approximately two miles apart within one chain of the section line.
- 2A. Traversing Lines.
3. Installing an appropriate corner marker and cap as determined by the County Representative.
4. Filing a Land Corner Recordation Certificate as required by Act 74 of the 1970 Michigan Public Acts, as amended, being Sections 54.201 to 54.219(d) of the Michigan Compiled Laws.
5. Provide Plan maps for each section on reproducible Mylar, 18" x 24" in size including all traverse points and corners.

Additional services required, when so assigned by the County Representative, including reviewing the work of others or in part performing the Basic Services described above for miscellaneous corners not identified above.

EXHIBIT B TO
PROFESSIONAL SERVICES AGREEMENT

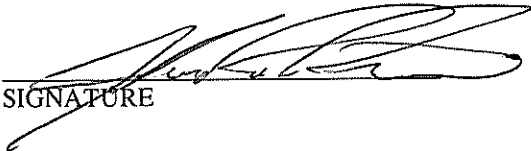
MONUMENTATION AND REMONUMENTATION
HOUGHTON COUNTY
2024 Grant

PAYMENT/FEE SCHEDULE

BASIC SERVICE	PER CORNER	PER LINE	LCRC'S	MAPS	TOTAL
For research (8)	225.00				1,800.00
Traverse lines (3)		575.00			1,725.00
Traverse/Cap (8)	1,350.00				10,800.00
Installing corner monument					
Filing Recordation Certificate					
Recording Fees:					
8 LCRC's			30.00		240.00
2 Maps				30.00	60.00
TOTAL					\$ 14,625.00

EXHIBIT C TO
PROFESSIONAL SERVICES AGREEMENT
SURVEY AND REMONUMENTATION
HOUGHTON COUNTY
2024 Grant

NAME TRAVERSE ENGINEERING SERVICES
ADDRESS 701 HANCOCK STREET
HANCOCK, MI 49930
WORKERS COMP. INSURANCE CARRIER HOME OWNERS INS CO
POLICY NUMBER A106630339
GENERAL LIABILITY INSURANCE CARRIER HOME OWNERS INS CO
POLICY NUMBER 4642253500
COUNTY ENDORSEMENT COPY ATTACHED
(ADDITIONAL INSURED)


SIGNATURE

4/25/24
DATE

PROOF OF INSURANCE IS REQUIRED

NOTICE TO PROCEED

TO: Traverse Engineering Services, P.C.
701 Hancock St., Unit 2
Hancock, MI 49930

DATE: April 1, 2024

You are hereby notified to commence work in accordance with the Agreement dated April 1, 2024, on or before April 2, 2024, and you are to complete the WORK within 275 consecutive days thereafter. The date of completion of all WORK is therefore December 31, 2024.

Houghton County, Owner

By: 
Houghton County Representative

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE TO PROCEED is hereby acknowledged by TRAVERSE ENGINEERING SERVICES
Company Name

this 25 day of APRIL, 2024.

By: JOHN PAUL PUETILA
Printed Name

By: 
Legal Signature

Title: PRESIDENT



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/23/2024

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

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

PRODUCER Tervo Agency 230 Quincy St Hancock MI 49930		CONTACT NAME: Tervo Agency PHONE (A/C, No, Ext): 906-482-0080 E-MAIL ADDRESS: Lisa@tervoagency.com FAX (A/C, No): 906-482-9634	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Home Owners Ins Co	NAIC # 26638
INSURED Traverse Engineering Services PC 701 Hancock St, Ste 2 Hancock MI 49930-1954		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 20240423092736530

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	N	4642253500	07/19/2023	07/19/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	4642253500	07/19/2023	07/19/2024	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	A106630339	05/06/2024	05/06/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

Houghton County listed as additional insured.

CERTIFICATE HOLDER
 Houghton County
 401 E Houghton Ave
 Houghton MI 49931
CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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HOME-OWNERS INSURANCE COMPANY

54619 (8-94)

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BUSINESSOWNERS ADDITIONAL INSURED ENDORSEMENT

THIS ENDORSEMENT MODIFIES INSURANCE PROVIDED UNDER THE BUSINESSOWNERS LIABILITY COVERAGE FORM.

SCHEDULE*

Name of Person or Organization:

HOUGHTON COUNTY
ATTN CONTROLLERS OFFICE

Address:

401 E HOUGHTON AV
HOUGHTON, MI 49931

Interest:

**

It is agreed:

WHO IS INSURED is amended as follows:

The person or organization shown above is an insured but only with respect to their liability:

1. to which this insurance applies; and
2. which arises out of the specific interest described above.

The limits of insurance for the additional insured are those specified in the written contract or agreement between the Insured and the person or organization named above, not to exceed the limits provided in this policy. These limits are inclusive of and not in addition to the limits of insurance shown in the Declarations.

All other terms and conditions of the policy apply.

*If the information is not shown in the Schedule, it will be shown in the Declarations.

PROFESSIONAL SERVICES AGREEMENT
2024 Grant
Survey and Remonumentation

This AGREEMENT is made this 1st day of April 1, 2024, by and between the County of Houghton, 401 E. Houghton Avenue, Houghton, MI 49931 and U. P. Engineers & Architects, Inc. (SURVEYOR) (ADDRESS) 100 Portage St., Houghton, MI 49931.

Section 1 - Scope of Work

1.1 Basic Services

1.1.1 The SURVEYOR will provide all services and equipment necessary to monument / remonument the corners as described in Exhibit A attached to and made part of this AGREEMENT.

1.1.2 All work will be performed pursuant to the State Survey and Remonumentation Act, Act 345 of the 1990 Michigan Public Acts and Administrative Rules promulgated there under and the Houghton County Monumentation and Remonumentation Plan approved by the State Remonumentation Plan Commission on August 26, 1992.

1.1.3 The SURVEYOR shall obtain from public and private property owners or their agents written permission to enter their premises and perform the work described in this AGREEMENT.

1.1.4 The SURVEYOR may provide monthly written progress reports to the County by the 10th day of each month, will supply any corner reports for presentation to the Peer Review Group, and will attend meetings when the corner reports are reviewed.

1.1.5 Upon acceptance by the COUNTY the SURVEYOR will record corners using appropriate forms and pay the applicable fees.

1.2 Additional Services

1.2.1 The SURVEYOR may provide additional services upon request by the COUNTY related to the Survey and Remonumentation Act including but not limited to: preparation of State progress reports, grant application (s) and Plan amendments.

Section 2 - County Responsibilities

- 2.1 The COUNTY shall appoint a County Representative who shall be the COUNTY's agent in the performance of this AGREEMENT.
- 2.2 The COUNTY will provide the SURVEYOR access to all records in its possession pertaining to the work covered by this AGREEMENT.
- 2.3 The COUNTY shall promptly notify the SURVEYOR of any amendments to Act 345 or changes to the Administrative Rules promulgated there under which may affect the provision of services.
- 2.4 The COUNTY will provide, at its expense, caps and monument boxes which will be used in the research and monumentation of corners pursuant to this AGREEMENT.

Section 3 - Payment

- 3.1 The COUNTY will pay the SURVEYOR within 30 days of invoice for services rendered based on the fee schedule contained in EXHIBIT B, made part of this AGREEMENT.

Section 4 - Term of Agreement/Amendments

- 4.1 This AGREEMENT shall remain in full force and effect until December 31, 2024.
- 4.2 The work described in EXHIBIT A shall be completed by December 31, 2024.
- 4.3 By December 1, 2022, and December 1, 2023, Amendments expanding the Scope of Work shall be prepared by the COUNTY describing the next calendar-year work program contained in the Houghton County Monumentation and Remonumentation Plan. These amendments shall be incorporated into this AGREEMENT by mutual consent of the COUNTY and SURVEYOR.
- 4.4 By December 31, 2022, and December 31, 2023, Amendments adjusting the fees contained in EXHIBIT B shall be prepared by the SURVEYOR and incorporated into this AGREEMENT by mutual consent of the parties.
- 4.5 Amendments agreed to under subsections 4.3 and 4.4 shall be contingent upon receipt of a Grant offer(s) from the Michigan Department of Commerce, State Survey and Remonumentation Commission for the applicable calendar year.

Section 5 - Assurances/Indemnification

5.1 The Surveyor agrees to comply with all pertinent Federal and State regulations and legislation involving civil rights, equal opportunity, and affirmative action including (but not limited to) Title VI of the Civil Rights Act of 1964, and Act No. 453, Michigan Public Acts of 1976.

5.2 The SURVEYOR and all of its subcontractors are responsible for ensuring that precautions are exercised at all times for the protection of persons and property. The safety provision of all applicable laws and building and construction codes shall be observed. The SURVEYOR and its subcontractors are responsible for compliance with all Federal and State laws and municipal ordinances and regulations in any manner affecting the work in this AGREEMENT and shall at all times carefully observe and comply with all rules, ordinances and regulations. The SURVEYOR and its subcontractors shall secure all necessary certificates and permits from municipal or other public authorities as may be required in connection with the performance of work covered by this AGREEMENT.

5.3 No member of the Legislature of the State of Michigan or any individual employed by the State shall be permitted to share in this AGREEMENT of any benefit that arises there from.

5.4 The SURVEYOR shall report to the State Contracting Officer within five days after the end of each month that this Agreement is in effect the name(s), social security number(s), and amount of payment made to any former State of Michigan employee who:

- A. Retired from the State between June 2, 1984, and September 30, 1984 under the provisions of Acts 2 and 3 of the Public Acts of 1984; and
- B. Are less than 62 years of age; and
- C. Performed services purchased by the State under the provisions of this AGREEMENT during the month.

No report is required for any month during which the SURVEYOR has no employee as described above assigned to work performed under the provisions of this AGREEMENT.

5.5 To the extent that liabilities, obligations, damages, claims, costs, charges, and expenses are caused by any negligent act, error, or omission of the Monumentation Surveyor (or anyone directly or indirectly employed by it) arising from the services rendered by the Monumentation Surveyor, the Monumentation Surveyor agrees to hold harmless and indemnify the COUNTY and the State of Michigan (and its agents and employees) from and against said liabilities, obligations, damages, claims, costs, charges, and expenses imposed upon the SURVEYOR.

5.6 SURVEYOR shall at all times be an independent contractor and shall not be agent, employee, or representative of the COUNTY. SURVEYOR shall be solely responsible for the selection, supervision, and payment (including the provision of all fringe benefits and withholding of all taxes) of all employees and subcontractors of SURVEYOR necessary to accomplish the work. No such employee of the SURVEYOR shall be an agent of COUNTY.

Section 6 - Insurance

6.1 The SURVEYOR and all of its subcontractors shall provide and maintain during the term of this AGREEMENT public liability, property damage, and worker's compensation insurance insuring the interests of the COUNTY and State of Michigan against any and all claims which may rise out of the SURVEYOR'S or subcontractor operations under the terms of this AGREEMENT.

6.2 Specific insurance provisions are contained in EXHIBIT C attached to and made part of this AGREEMENT.

Section 7 - Assignment

The SURVEYOR may not assign this AGREEMENT without the consent of the COUNTY.

Section 8 - Ownership of Documents

All documents, reports and certificates prepared by the SURVEYOR with respect to work performed under this AGREEMENT shall be made available to the COUNTY prior to payment for any portion of the work. Upon final payment for any portion of the work copies of all such records shall be delivered to the COUNTY

COUNTY and SURVEYOR, and respective partners, successors, executors, assigns and legal representatives of each are bound by this AGREEMENT to the other party of this AGREEMENT and to the partners, successors, administrators, assigns and legal representatives of such other party inn respect of all covenants, agreements and obligations of this AGREEMENT.

Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than COUNTY and SURVEYOR.

This AGREEMENT constitutes the entire AGREEMENT between COUNTY and SURVEYOR and supersedes all prior written or oral understandings between them. This AGREEMENT may only be amended, supplemented, modified or cancelled by a duly executed, written instrument.

In witness whereof, the parties hereto have made and executed this AGREEMENT as of the day and year first written above.

FOR THE COUNTY

FOR THE SURVEYOR

COUNTY GRANT ADMINISTRATOR

NAME OF FIRM / INDIVIDUAL

DATE

AUTHORIZED REPRESENTATIVE

DATE

EXHIBIT A TO
PROFESSIONAL SERVICES AGREEMENT
2024 Grant

Survey and Remonumentation

T52N, R34W:

Research: A-06, 07; B-07; C-06, 07; D-07 (6 Corners).

Traverse Lines: A-06 to A-05; C-06 to C-05; D-07 to E-07 (3 Lines).

Traverse/cap: A-06, 07; B-07; C-06, 07; D-07 (6 Corners).

Basic services include:

1. Performing research, field investigation, uncover or locate corner evidence, witnesses (find or establish), assembling all information and providing the County Representative copies for Peer Review Group. Attendance at Peer Review Group meeting(s).
2. Placing State Plane coordinates on each corner. GPS stations will be set approximately two miles apart within one chain of the section line.
- 2A. Traversing Lines.
3. Installing an appropriate corner marker and cap as determined by the County Representative.
4. Filing a Land Corner Recordation Certificate as required by Act 74 of the 1970 Michigan Public Acts, as amended, being Sections 54.201 to 54.219(d) of the Michigan Compiled Laws.
5. Provide Plan maps for each section on reproducible Mylar, 18" x 24" in size including all traverse points and corners.

Additional services required, when so assigned by the County Representative, including reviewing the work of others or in part performing the Basic Services described above for miscellaneous corners not identified above.

EXHIBIT B TO
PROFESSIONAL SERVICES AGREEMENT

MONUMENTATION AND REMONUMENTATION
HOUGHTON COUNTY
2024 Grant

PAYMENT/FEE SCHEDULE

BASIC SERVICE	PER CORNER	PER LINE	LCRC'S	MAPS	TOTAL
For research (6)	225.00				1,350.00
Traverse lines (3)		575.00			1,725.00
Traverse/Cap (6)	1,350.00				8,100.00
Installing corner monument					
Filing Recordation Certificate					
Recording Fees:					
6 LCRC's			30.00		180.00
2 Maps				30.00	60.00
TOTAL					\$ 11,415.00

EXHIBIT C TO
PROFESSIONAL SERVICES AGREEMENT
SURVEY AND REMONUMENTATION
HOUGHTON COUNTY
2024 Grant

NAME _____

ADDRESS _____

WORKERS COMP. INSURANCE CARRIER _____

POLICY NUMBER _____

GENERAL LIABILITY INSURANCE CARRIER _____

POLICY NUMBER _____

COUNTY ENDORSEMENT _____
(ADDITIONAL INSURED)

SIGNATURE

DATE

PROOF OF INSURANCE IS REQUIRED

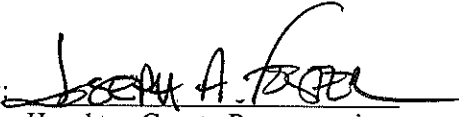
NOTICE TO PROCEED

TO: U. P. Engineers & Architects, Inc.
100 Portage St.
Houghton, MI 49931

DATE: April 1, 2024

You are hereby notified to commence work in accordance with the Agreement dated April 1, 2024, on or before April 2, 2024, and you are to complete the WORK within 275 consecutive days thereafter. The date of completion of all WORK is therefore December 31, 2024.

Houghton County, Owner

By: 
Houghton County Representative

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE TO PROCEED is hereby acknowledged by _____
Company Name

this _____ day of _____, 2024.

By: _____
Printed Name

By: _____
Legal Signature

Title: _____

**MICHIGAN ASSOCIATION OF EQUALIZATION DIRECTORS
2024 ANNUAL CONFERENCE
July 28-31, 2024**



**Island Resort and Casino
W399 Highway 2
Harris, MI 49845-0351**

**MAED has reserved a block of rooms for the conference
Hotel Rooms are \$90 per night plus fees
To reserve call 1-877-475-7375
or visit *Islandresortandcasino.com***

**Booking ID: 16730--Michigan Association of Equalization Directors.
Room Reservation deadline is June 10, 2024**

**To register for the conference, complete the registration form and mail it with your
payment to the following:**

**Please make checks payable to:
Michigan Association of Equalization Directors**

**Mail completed registration forms and checks to:
Josh Simmons, Director
St. Joseph County Equalization
Po Box 189
Centreville, MI 49032**

Registration deadline for the conference is June 10, 2024



STATEMENT

Copper Country Community Mental Health
 901 W. Memorial Drive
 Houghton MI 49931

(906) 482-9400 Ext. 0146

Date:	4/30/2024
Account:	00052

Amount Paid:	
---------------------	--

HOUGHTON COUNTY TREASURER

 401 E HOUGHTON AVENUE
 HOUGHTON MI 49931

Payment Terms: NET 30

Deposits Received: \$0.00

^Please return this portion with your payment^

Document No.	Date	Code	Description	Amount	Balance
INV00000030000000160	3/28/2024	SLS	1/12th Appropriation	\$13,707.91	\$13,707.91
PYMNT000000014982	4/15/2024	PMT	Applied: INV00000030000000160	-\$13,707.91	\$0.00
INV00000030000000161	4/28/2024	SLS	1/12th Appropriation	\$13,707.91	\$13,707.91
				Amount Due:	\$13,707.91

<u>Current</u>	<u>1-30 Days</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>Over 90 Days</u>
\$13,707.91	\$0.00	\$0.00	\$0.00	\$0.00

Codes: SLS = Sales / Invoices
 DR = Debit Memos

CR = Credit Memos
 RTN = Returns

PMT = Payments

**HOUGHTON COUNTY
CHECK REQUEST**

5/16/2024

NorthCare Network
1230 Wilson Street
Marquette, MI 49855

RE: Liquor Tax Payment

<u>FUND/ACCT:</u>	<u>AMOUNT</u>
101-600-959.002	\$23,849.50

TOTAL	\$23,849.50
--------------	--------------------

SIGNATURE: _____

COMMENTS: 50% January thru March Payment 2024 liquor tax revenue.
Vendor#108878

Notice: This is not an official check or EFT notification. It may not be used as a substitute for the original document received.

STATE OF MICHIGAN
REMITTANCE ADVICE

Check/EFT No: 4254345727
Check/EFT Date: 4/29/2024

Vendor Code: CV0048006
Vendor Name: COUNTY OF HOUGHTON
Alias/DBA:
Assignee Name:
Assignee Alias/DBA:

Document ID #: EFT 271 240000572429
Check/EFT Amount: 47699.00
Amount includes freight and/or is net of discount

<u>DEPARTMENT NAME</u>	<u>INVOICE DATE</u>	<u>VENDOR INV #</u>	<u>INVOICE AMOUNT</u>	<u>LINE AMOUNT</u>	<u>CHECK/EFT DESCRIPTION</u>
Treasury		R24040800031	47,699.00	47,699.00	April 2024 Convention Facility Development Tax Payments (Jan-Mar 24 Revenue) Local Unit Code: 31-0000 Reminder: MCL 211.24e requires distributions to substance abuse prevention and treatment programs within the county. Questions: 517-335-7484

141-333-7484

WESTERN UPPER PENINSULA PLANNING & DEVELOPMENT REGION

April 15, 2024

INVOICE – VIA: EMAIL

Bill To

Contact Ben Larson
Company Houghton County
Address 401 E. Houghton Ave., Houghton, MI 49931
Phone (906) 482-8307
WUPPDR Contact MaryEllen Hyttinen
Payment Terms Net 30

Qty.	Description	Unit Price	Line Total
1	WUPPDR Member Contribution, Houghton County (WUPPDR FY 2023-24; 3 rd Qtr., April 2024 – June 2024)	\$4,461.25	\$4,461.25
			\$4,461.25

Thank you for your business! Please send payment to:

Western Upper Peninsula Planning & Development Region

400 Quincy St 8th Floor, Hancock, MI 49930 | www.wuppdr.org

p. 906.482.7205 x117 | maryellen.hyttinen@wuppdr.org

