

ISHPEMING CITY COUNCIL
Wednesday, July 6, 2022 at 6:00 p.m.
Ishpeming City Hall Council Chambers, 100 E. Division Street, Ishpeming MI
City Hall Telephone Number: (906) 485-1091

**MEETINGS WILL NOW BE OPEN TO THE PUBLIC; HOWEVER, A ZOOM LINK WILL STILL BE AVAILABLE
ON THE CITY'S WEBSITE @ WWW.ISHPEMINGCITY.ORG**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment (*limit 5 minutes per person*)
5. Approval of Agenda
6. Agenda Comment (*limit 3 minutes per person*)
7. Consent Agenda
 - a. Minutes of Previous Meeting (June 8th, 15th, and 28th)
 - b. Approval of Disbursements
 - c. Declare miscellaneous furnishings at the Library as surplus
 - d. Special Event Application: Buzz the Gut: August 13, 2022
8. Monthly Financial Statement Report
9. Public Hearing: Iron Ore Heritage Recreation Authority - Right of Way Easement along Washington Street
10. Second Reading of Amendment to Ordinance 8-100, Map Amendment-General Residential to General Commercial
11. Lakeshore Roundabout MDOT Project Agreement Checklist
12. Resolution #9-2022, to comply with State Election Law revise the City Charter regarding the date for filing nomination petitions
13. Recommendation from Campground Committee for Campground Name: Brasswire Campground
14. Tentative Agreement with Police Officers Association of Michigan
15. Confirm declaring 1987 JD 790D Excavator as surplus for trade-in
16. Proposed Cemetery Software GIS Mapping and Online Search
17. Discussion on Attorney Authorization to pursue various actions with Courts
18. Guidance for funding in the 2023 budget for blight and attorney court actions
19. Old Business
20. New Business
21. Public Comment (*limit 3 minutes per person*)
22. Mayor and Council Reports
23. Manager's Report
24. Attorney's Report
25. Adjournment


Craig H. Cugini,
City Manager

MEMO

To: City Manager

From: Jesse Shirtz, Library Director

Re: Surplus library items

6/27/2022

Craig,

The library has 14 items to be declared surplus:



- 1 small blue bookcase
- 3 dark brown child-size chairs
- 2 maroon and white upholstered chairs
- 1 maroon upholstered chair
- 7 desk shields/barriers

Thank you.

7(d)

CITY OF ISHPEMING

SPECIAL EVENT APPLICATION

Please complete this application and return it to the City Manager's Office at least 45 calendar days prior to the starting date of the event.

Organization's

Name

Buzz the Gut

Phone (906) 475-6823

Organization Address

SAME AS BELOW

Organization's Agent

DAVE KARRH

Phone (906) 475-6823

Agent's Title

N/A

Agent's Address

194 SUNSET DR.

Event Name

Buzz the Gut

Event purpose

CAR SHOW & CRUISE

Event Dates

8/13/22

Event Times

2 pm - 8 pm

Event Location

CLIFFS SHAR + CITY PARKING LOT

1. Type of Event:

☐ City Operated Event

☐ Co-Sponsored Event

☒ Other Non-Profit Event

☐ Other For-Profit Event

☐ Political or Ballot Issue Event

2. Annual Event: Is this event expected to occur next year? ☒ YES ☐ NO

If yes, you can reserve a date for next year with this application. To reserve dates for next year, please provide the following information:

Normal Event Schedule 2nd SAT, in August
Next year's Specific Dates: 11 11 11 11

3. An Event Map [Is] [Is Not] attached. If your event will use streets and/or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also please show any streets or parking lots that you are requesting to be blocked off.

4. Vendors: Food Concessions? ☒ Yes ☐ No Other vendors? ☐ Yes ☐ No *V.F. W/*

5. Event signs: Will this event include the use of signs? ☒ Yes ☐ No

6. Other Requests: _____

7. CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:

DDA a. A certificate of Insurance must be provided which names the City of Ishpeming as an additional named insured party on the policy.

b. Event organizers and participants will be required to sign Indemnification Agreement forms.

VFW c. All food vendors must be approved by the Marquette County Health Department and each food vendor must provide the City with a Certificate of Insurance which names the City as an additional named insured on the policy.

d. All liquor vendors must obtain a liquor license for the event which must be approved by the Michigan Liquor Control Commission and must provide the City with a Certificate of Insurance which names the City as an additional named insured on the policy.

e. The approval of this special event may include additional requirements based on the City's review of this application in accordance with the City's Special Event Policy. The event will be operated in conformance with the written confirmation of approval.

f. The organization will provide a security deposit for the estimated fees as may be required by the City and will promptly pay any billing for City services which may be rendered.

As the duly authorized agent of the organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the City's Special Event Policy, the terms of the Written Confirmation of Approval, and all other City requirements, ordinance and other laws which apply to this Special Event.

6/14/22
Date

David Karki
Signature of Organization's Agent

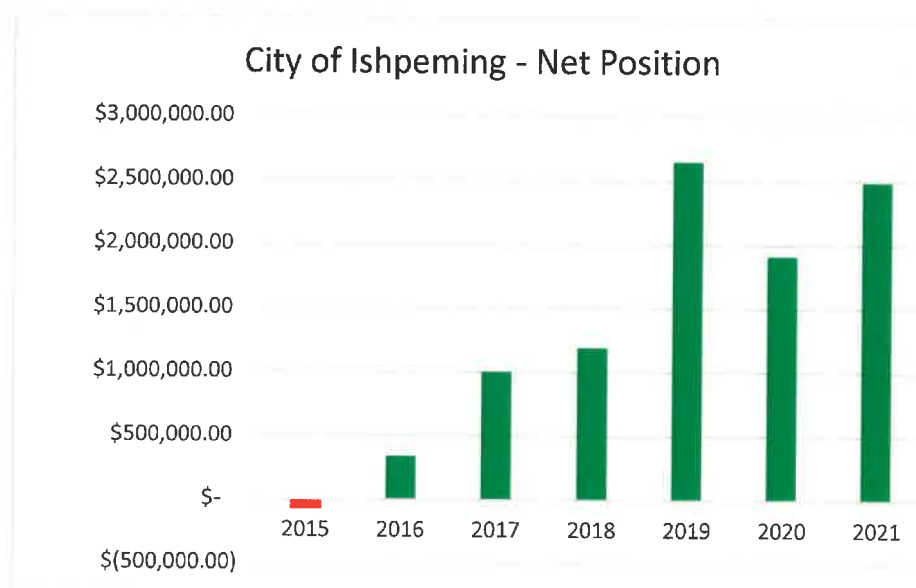
Return this Application at least forty-five (45) days prior to the first day of the event to:

City Manager's Office
City Hall
E. Division Street
Ishpeming, Michigan 49849

FINANCE REPORT

2021 AUDIT – Anderson Tackman completed their Audit and submitted it to the State Department of Treasury. All of the required end-of-year reports have been completed and submitted, including the F-65 and Act 202 reports for Treasury, and the Act 51 report to MDOT. Annual qualifying statements for the City were also filed. The Finance Office Manager will send copies of the 2021 audit to the various reporting agencies as required.

All City Funds ended the year in the black. The positive fund balances were mainly due to higher than anticipated revenues from State sources, and grant funding. New construction and the issuance of the Pension Bonds also had a very significant positive impact on the overall Net Position (net worth) of the City. The City's Net Position, accounting for the total value of assets (cash, investments, property, facilities and equipment) less the liabilities (debt, depreciation costs and accrued pension costs), increased by \$2.49 million in 2021. Over the last 3 years the investment into the City has more than doubled compared to the previous 3-year period.

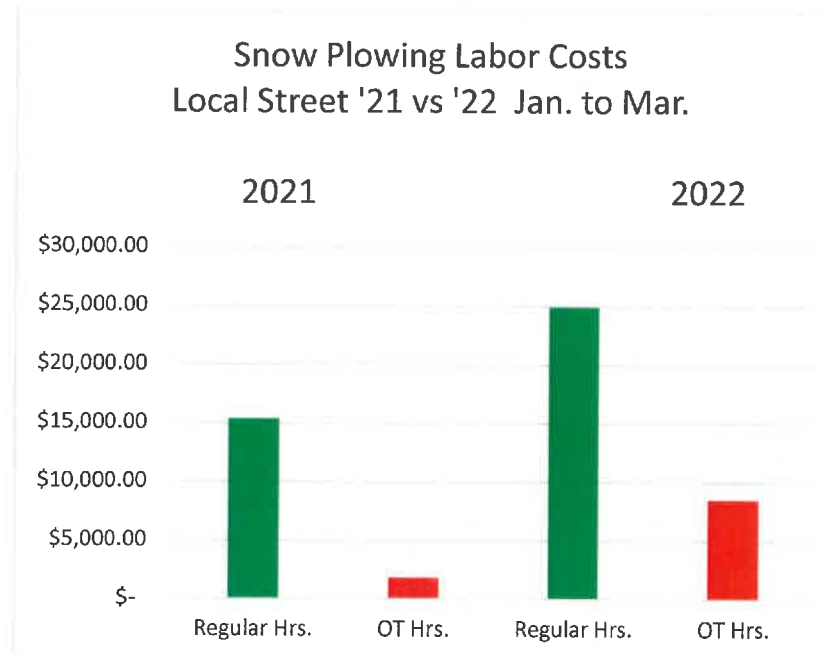


Only **one** deficiency is being reported in the Audit. The reported deficiency accounts that City Expenditures Exceeded the planned Budget Appropriations. This is accounted for by a condition of not amending the budget to account for the additional revenues received and the associated expenditure changes. One primary example includes

receipt of the bond proceeds in last quarter of 2021. Your Finance Office Manager, will continue to monitor the budget and focus on making recommendations regarding necessary budget amendments to correct this deficiency.

CURRENT YEAR BUDGET UPDATE (2022)– Joe and Sarah continue to improve their understanding with the City’s budget and processes. There are two funds being watched closely, the Local Street Fund and the Motor Pool Fund. In Local Streets, the winter maintenance expenses for the January, February and

March were higher than a year ago and the added costs for repairs due to the May storm have increased expenses. The Motor Pool Fund experiencing increased cost based on costs of fuel. we believe the Motor Pool Fund can sustain with some internal transfers within the budget line items. As for Local Streets, revenues from the State transportation funds are higher than anticipated (due to higher fuel tax revenues). A budget amendment to the Local Street Fund will likely be recommended in September to cover winter maintenance funds through the end of the



year.

FORECASTING THE 2023 BUDGET - Work on next year’s budget has begun. The Finance Office has met with the directorate heads and will continue to meet individually to develop the proposed budget. The planned approach for preparing a budget begins with breaking the total budget into cost categories. Personnel cost are governed by contracts, bargaining agreements, pension and fringe benefit costs. Operational costs are the supplies, material, service contracts, phone, utilities etc. Finally, Capital costs are the one-time purchase of equipment, property or construction. Each directorate will be guided in the development of the total City budget. Our Goal is to have a proposed budget to the City Manager by the end of August.

Within this budget process, we believe we can also check-off a few requirements of the Redevelopment Ready Communities program. New compliant forms have provided supporting Capital Request. While not every request will see funding in the budget, the request will be incorporated into the City’s overall strategy for Capital Improvement Plan consideration. Training has also been identified as a capital budget item for this year (2023). This will evolve into separation of identified operational training, to maintain license and certifications on a reoccurring regular basis and one-time specific special/developmental training opportunities. This improved strategy will aid the City with develop a documented long-term training s and workforce development plan. Since Capital purchases have a long-term benefit to the City, we are applying the concept of making training a capital investment in our workforce.

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**CITY OF ISHPEMING
NOTICE OF PUBLIC HEARING**

Notice is hereby given that a public hearing will be held by the Ishpeming City Council on Wednesday, July 6, 2022 at 6:00 p.m. in the Council Chambers at Ishpeming City Hall, 100 E. Division Street, to consider oral or written comments regarding the proposed 15-foot wide easement for the Iron Ore Heritage Trail along the west side of Washington Street right-of-way for approximately 200' south of the former Pepin/IRECO railroad in the City of Ishpeming.

Written comments or questions may be directed to the City Manager's office at 100 E. Division Street; 906/485-1091, Ext. 203 prior to the meeting.

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AMENDMENT TO ORDINANCES OF
THE CITY OF ISHPERING, CHAPTER 8-100

The City of Ishpeming, Michigan ORDAINS:

That Chapter 8-100 of the Ordinances of Ishpeming, Michigan, also known as the Zoning Ordinance, shall be, and the same hereby is, amended in order to change SECTION 9.2, the Official Zoning Map, as follows:

REPEALER

That certain parcel of land in the City of Ishpeming described as:

Lot One (1) of Block Thirteen (13) of Excelsior Iron Company's Second Addition
to the City of Ishpeming, PIN: 52-51-213-001-00,

Shall be removed from the GR (General Residential) Zoning District.

This repeal shall be effective as of the effective date of the following Amendment.

AMENDMENT

That certain parcel of land in the City of Ishpeming described as:

Lot One (1) of Block Thirteen (13) of Excelsior Iron Company's Second Addition
to the City of Ishpeming, PIN: 52-51-213-001-00,

Shall be added to the GC(General Commercial) Zoning District.

The above Ordinance Amendments shall be published as required by law, and shall be effective seven (7) days after the date of publication.

Upon roll call,

Council members voting aye:

Council members voting nay:

Council members absent:

WHEREUPON, these Ordinance Amendments are declared passed and adopted on this _____ day of _____, 2022.

CITY OF ISHPEMING

By: Lindsay Bean, Its Mayor

Attest:

By: Cathy Smith, Its Clerk

DATE OF PUBLICATION: _____

EFFECTIVE DATE: _____



CITY OF ISHPERING, MICHIGAN

100 East Division Street • Ishpeming, Michigan 49849 • 906-485-1091

May 10, 2022

Re: RZ 2022-02 UP Your Properties LLC (DBA Ish Creamery) Re-zoning Request

Dear City of Ishpeming Council Members;

At the May 02, 2022 Planning Commission regular meeting a Public Hearing was held for consideration of rezoning a lot (407 N. Third St.) from GR (General Residential) to GC (General Commercial), formerly Town and Country Real Estate. This parcel had been used Commercially from 1928 (Filling Station) thru at least 3 Real Estate offices. The Residential zoning was traced back to the 1984 Zoning Map. Planning Commissioners felt that the long-term Commercial Use of the parcel would be reflected more properly by the General Commercial zoning district designation.

At the conclusion of the Public Hearing, the following motion was unanimously recommended, by a vote of 7 Ayes and 0 nays, to the Ishpeming City Council, that;

PIN 52-51-213-001-00 described as;

Lot One (1) of Block Thirteen (13) of Excelsior Iron Company's Second Addition to the City of Ishpeming be re-zoned from GR (General Residential) to the GC (General Commercial) Zoning District.

Alan K. Pierce, Zoning Administrator

AKP:alp

Cc. City Manager, City Clerk, City Attorney



*The City of Ishpeming is an equal opportunity provider/employer.
Auxiliary aids and service are available upon request to individuals with disabilities.*
HOME OF THE U.S. SKI AND SNOWBOARD HALL OF FAME

PROJECT AGREEMENT CHECKLIST

INFORMATION REQUIRED FOR TRUNKLINE AND NON-TRUNKLINE PROJECTS

FEDERAL NO.	FEDERAL ITEM NO.	REQUESTOR: R. Tervo DATE: 5/4/2022
JOB NO. 201941	CONTROL SECTION 52041	RR CROSSING AND/OR STRUCTURE NO.
TYPE OF FEDERAL OR STATE AID	LOCAL AGENCY City of Ishpeming	OTHER JURISDICTION: <input type="checkbox"/> NO <input type="checkbox"/> YES
LOCATION US-41 @ BR-28/Lakeshore Drive in the City of Ishpeming, Marquette County.		CHARACTER OF PROPOSED WORK Construct roundabout, replacing existing signalized intersection.
LETTING DATE: 12/02/22		<input type="checkbox"/> ENHANCEMENT
<input checked="" type="checkbox"/> CONTRACTED (BY DEPT)		<input type="checkbox"/> FIXED COST
<input type="checkbox"/> CONTRACTED (BY LOCAL)		<input type="checkbox"/> FORCE ACCOUNT

ESTIMATED PROJECT COST BY PHASES

PHASE	TOTAL EST. PROJECT COST	ELIGIBLE FEDERAL PARTICIPATION	REMARKS (Description of work, who performed by and cost)
PRELIMINARY ENGINEERING	\$667,200	\$600,480	100% MDOT - no cost sharing
RIGHT OF WAY	\$56,000	\$50,400	100% MDOT - no cost sharing
CONSTRUCTION	\$3,681,125	\$368,112	The only cost sharing component for the City of Ishpeming on the project will be for irrigation service or conduit for future irrigation service. This work will be Category 0003 and will be 100% City Cost. Total of Category 0003 is currently estimated at \$4500.00.
CONSTRUCTION ENGINEERING	\$590,000	\$531,000	100% MDOT - no cost sharing
FORCE ACCOUNT OR AGREED UNIT PRICE			
CONTRACTED NON-PARTICIPATING ITEMS (including split of joint sewers and cost)			
RAILROAD or MAJOR UTILITY INVOLVEMENT (Force Account) A. Preliminary Eng. B. Construction C. Construction Eng. D. Other Construction			

STATUS OF RAILROAD OR UTILITY AGREEMENT

UNUSUAL OR SPECIAL INSURANCE REQUIREMENTS

SPECIAL CONSIDERATIONS

SPECIAL CONSIDERATIONS (i.e. - road closure; phase construction; unusual constraint; grant expiration date; ongoing projects with yearly funding allocation.

MAINTENANCE OPERATIONAL RESPONSIBILITY

The City of Ishpeming agrees to own, operate and maintain all lighting, sidewalk, watermain and irrigation items constructed as part of this project.

PARKING RESTRICTION

STATE TRUNKLINE INVOLVEMENT

ARE STATE TRUNKLINE FUNDS INVOLVED? ☐ NO ☒ YES

SCOPE

DEPARTMENT FUNDS PERCENT PARTICIPATION

AUTHORIZED DATE OF DEPARTMENT FUNDS

PERFORMANCE BY DEPARTMENT, IF ANY

CORRELATION OF ANY PRIOR AGREEMENTS, IF KNOWN

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CITY OF ISHPEMING
MARQUETTE COUNTY
STATE OF MICHIGAN
RESOLUTION #9-2022

RESOLUTION TO CHANGE THE CHARTER REGARDING DATE FOR FILING
NOMINATION PETITIONS

At a regular council meeting of the City of Ishpeming called to order by Mayor Bean
on July 6, 2022 at 6:00 p.m. at Ishpeming City Hall:

The following resolution was offered:

Moved by Council Member _____ and supported by Council Member _____

WHEREAS, to be in compliance with State Election Laws (Act 116-1954-XXVIII; MCL
Section 168.644e) which requires the City to change its Charter language regarding the filing
date of nominating petitions for the regular City election which should be 15 weeks prior to the
November General Election.

NOW THEREFORE, BE IT HEREBY RESOLVED that the City of Ishpeming replace the
existing language in the City Charter under Article II, Section 2.12, Page 7-8: Time of filing
Nomination Petitions: "Nomination petitions shall be filed with the City Clerk up to four (4:00)
o'clock p.m., local time, in the afternoon, on the Tuesday succeeding the first Monday in August
preceding the General November elections. Any nomination petitions presented after the date
and hour shall not be received by the City Clerk" with the following new language, "Nomination
petitions shall be filed with the City Clerk up to four (4:00) o'clock p.m., local time, in the
afternoon, 15 weeks prior to the November General elections. Any nomination petitions
presented after the date and hour shall not be received by the City Clerk."

The vote was as follows:

Ayes:

Nays:

Absent:

The Council of the City of Ishpeming declared the resolution adopted.

Cathy Smith, City Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City
Council at a regular meeting held on the 6th of July, 2022, at which meeting a quorum was
present, and that this resolution was ordered to take immediate effect.

Cathy Smith, City Clerk



GIS System for Cemetery Gravesite Identification

Problem Statement: How does the city best ease the operation of the cemetery through technological improvements (GIS) while also enhancing and easing the experience for cemetery visitors?



Facts and Assumptions

Facts

- Supports cemetery operations with records of plots/gravesites on tablets
- Supports cemetery operations with records updates to database
- Supports cemetery operations with visitors requests for location and mapping
- Supports Visitors with smart phones tracking / location

Assumptions

- Supports cemetery operations gravesite look-up gravesites
- Ease the process of visitors finding loved ones gravesites
- Significantly improves record keeping
- Significantly improves mapping



Constraints

- Cemetery size increases effort and cost
- Staff capacity for increased workload
- Staff capacity to develop map, GIS data and maintain independently without contract



GIS System Improvements

Pros

- Automation of Gravesites and process
- Compatibility with staff equipment (tablets)

Cons

- Purchase of a system is cost limiting
- Reliant on technology and contractor support



Sources of Funding / Options

- Cemetery maintenance fund (limited funds available)
- Cemetery Perpetual Care Fund (not a current option)



GIS System for Cemetery Gravesites

Pontem

- **GIS Mapping.** Appears to take existing maps and lot sizes, create in GIS on their computer, add any data already entered in their software, and that is it. No on-site GPS, ground truthing, headstone inventory, photos, etc.
- **GPR Mapping.** None
- **Drone Aerial Photo Survey.** None
- **GIS Public Access Website.** Yes, through proprietary software
- **Software Expense.** \$4,050 initial software purchase. \$1,300 3rd party software (not clear if this is one time or carries annual fee from 3rd party)
- **Annual Software as a service fee(s).** Hosting fee \$2,800; Maintenance fee of \$1,015

Tri-Media

- **GIS Mapping.** Creates lots layer similar to Pontem; AND will GPS headstone location, capture data and add photos of the headstone; Will provide QC / validation of current records; Lot and headstone layers will be in GIS
- **GPR Mapping.** Will GPR all to both verify burials at headstone and identify unmarked burials. Scalable to area(s) of concern, if needed; Results placed in GIS
- **Drone Aerial Photo Survey.** capture high quality aerial photo for overlay with all GIS data
- **GIS Public Access Website.** Setup site using ArcGIS account; scalable GIS data limited for public use; Online map for mobile users providing navigation to location; City-owned map; includes training for maintenance
- **Software Expense.** City utilize existing ArcGIS account/software/licenses; Additional license(s) available for ~\$700/year directly through ESRI
- **Annual Software as a service fee(s).** None for software or data storage; Additional storage credits for ArcGIS directly with ESRI (~ \$500/year in credits)



Recommendation

- Choose Tri-Media's proposal 2021-7043A based on benefits / capabilities
- Phase project over the next 6 years
- Phase I – Cost \$26,400



830 W. Washington Street
Marquette, MI 49855
906.228.5125
906.228.5126 Fax
www.trimediaee.com

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SENT VIA ELECTRONIC MAIL

June 29, 2022

Mr. Bill Anderson
City of Ishpeming - Department of Public Works
208 South Lake Street
Ishpeming, Michigan 49849

Re: *Revised Technical and Cost Proposal* – Professional Consulting Services for the City of Ishpeming's Cemetery Information Management System
TriMedia Proposal Number 2021-7043a

Dear Mr. Anderson:

TriMedia Environmental & Engineering Services, LLC (TriMedia) appreciates having the opportunity to demonstrate how our staff can be of assistance to the City of Ishpeming (City) – Department of Public Works (DPW) by providing project management and consulting services for continued development of its Cemetery Information Management System.

Our team of professionals provides expertise in the areas of Geographic Information Systems (GIS) planning, mapping, database management, cemetery information management, ground penetrating radar, surveying, hydrologic and wetland studies, and storm water management. We have an experienced team of professionals with diverse expertise gained from consulting project work and from prior staff/management positions in the industry.

Mr. Ken Kaiser, GISP, will provide technical expertise and project management. He will be assisted, as needed, by other TriMedia technical staff with commensurate credentials. TriMedia has successfully completed, or is in the process of completing, similar local projects for Limestone Township, Mathias Township, Munising Township, Mueller Township, Humboldt Township, and L'Anse Township (Aura and Pequaming cemeteries).

PROJECT UNDERSTANDING

TriMedia understands that the City is requesting a cost estimate for GIS services for its Cemetery Information Management System. **This will be done for six defined areas of the cemetery over a six-year period.** Our proposal has been developed to allow the City to use its existing GIS software and accounts, to avoid costly future maintenance fees. We have developed the following proposed *Scope-of-Service* based on information available to-date.

Scope-of-Service

Task 1: Project Management

TriMedia will provide project management services to aid in ensuring project tasks and budget are consistent with this proposed Scope-of-Service. This effort will include project planning and scheduling activities, and development of documentation and communication to support the project.



Task 2: GIS and Plot Map Development

TriMedia will develop a GIS created from the existing paper map of cemetery blocks, plots, and gravesites. This map will be populated in GIS with data the City has currently entered into existing digital records from an export to a useable database or spreadsheet. The GIS will be integrated into the City's GIS system and include training of City staff to be able to update future records and make map changes.

Task 3: GIS Public Access Website

TriMedia will develop a web-based, interactive map depicting headstone locations, burial names, and headstone photographs. This will provide an easy to use, searchable, web-based map to allow the public to easily navigate the cemetery via computer or real time via their phone or tablet. The map will be transitioned to the City to host through their ArcGIS Online account.

Task 4: Global Position Systems (GPS) Headstone Mapping (Optional)

TriMedia will collect survey grade GPS locations of all headstones with photographic links. Headstone data such as name, born/death dates and veteran status will also be collected. A site will also be setup to utilize the City's existing ArcGIS Online account for both viewing and providing a portal to upload documents such as sales deeds, burial certificates, etc. This dataset will allow users to view actual site photographs of locations that they select and allow City staff to match actual burial information with grave plots.

Task 5: Drone Survey (Optional)

TriMedia recommends a drone flight be performed to acquire accurate and high-quality aerial photographs of the existing cemetery. The aerial photograph will be utilized as a background and reference for the GIS data and will clearly show features such as buildings, fences, and headstones. Field activities will be completed by a Federal Aviation Administration Unmanned Aircraft Systems certified remote pilot, who will be accompanied by a flight observer.

PROJECT COST

TriMedia has developed a not-to-exceed cost of **\$27,600.00** for completion of Tasks 1 – 3, or **\$73,150.00** for completion of Tasks 1 – 5, presented above. The project will be billed on a time and expense, not-to-exceed basis and in no case will the project estimate be exceeded unless so authorized by the City in writing. In this way, should some of the project contingencies not be necessary, the City will limit project expenditures because TriMedia will only charge for those services required and expended during the project. Costs beyond year 2023 include a 3% rate increase per year. The cost estimate is further detailed as follows:

Lots 45-66 (2022):

Task 1: Project Management	\$ 800.00
Task 2: GIS and Plot Map Development	\$ 5,850.00
Task 3: GIS Public Access Website	<u>\$ 250.00</u>
Total:	\$ 6,900.00

Task 4: GIS/GPS Headstone Mapping	\$ 11,000.00
Task 5: Drone Survey	<u>\$ 375.00</u>
Total:	\$ 18,275.00

Lots 68-80 (2023):

Task 1: Project Management	\$ 450.00
Task 2: GIS and Plot Map Development	\$ 3,350.00
Task 3: GIS Public Access Website	<u>\$ 150.00</u>
Total:	\$ 3,950.00

Task 4: GIS/GPS Headstone Mapping	\$ 6,275.00
Task 5: Drone Survey	<u>\$ 225.00</u>
Total:	\$ 10,450.00

Lots 81-91 (2024):

Task 1: Project Management	\$ 750.00
Task 2: GIS and Plot Map Development	\$ 5,575.00
Task 3: GIS Public Access Website	<u>\$ 225.00</u>
Total:	\$ 6,550.00

Task 4: GIS/GPS Headstone Mapping	\$ 10,500.00
Task 5: Drone Survey	<u>\$ 350.00</u>
Total:	\$ 17,400.00

Lots 35-44 (2025):

Task 1: Project Management	\$ 275.00
Task 2: GIS and Plot Map Development	\$ 2,000.00
Task 3: GIS Public Access Website	<u>\$ 100.00</u>
Total:	\$ 2,375.00

Task 4: GIS/GPS Headstone Mapping	\$ 3,750.00
Task 5: Drone Survey	<u>\$ 125.00</u>
Total:	\$ 6,250.00

Lots 1-16 (2026):

Task 1: Project Management	\$ 500.00
Task 2: GIS and Plot Map Development	\$ 3,775.00
Task 3: GIS Public Access Website	<u>\$ 150.00</u>
Total:	\$ 4,425.00

Task 4: GIS/GPS Headstone Mapping	\$ 7,100.00
Task 5: Drone Survey	<u>\$ 250.00</u>
Total:	\$ 11,775.00

Mr. Bill Anderson
City of Ishpeming - Department of Public Works
June 29, 2022
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Lots 17-34 (2027):

Task 1: Project Management	\$ 375.00
Task 2: GIS and Plot Map Development	\$ 2,900.00
Task 3: GIS Public Access Website	\$ 125.00
Total:	\$ 3,400.00

Task 4: GIS/GPS Headstone Mapping	\$ 5,425.00
Task 5: Drone Survey	\$ 175.00
Total:	\$ 9,000.00

AUTHORIZATION TO PROCEED

TriMedia appreciates having the opportunity to present this *Revised Technical and Cost Proposal*. We trust the content and format of this correspondence is consistent with our discussions and your expectations. In the event you wish to retain TriMedia, we request your authorization to proceed by executing below and returning one copy of this correspondence and one initialed copy of the enclosed Terms and Conditions. Should the City desire to issue a Purchase Order, please reference *Revised TriMedia Proposal Number 2021-7043a*, and all Terms and Conditions presented herein shall apply.

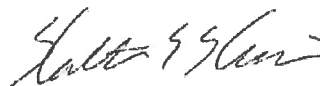
Should you have any questions or wish to discuss this *Revised Technical and Cost Proposal* in greater detail relative to the technical requirements or anticipated project costs and pricing controls, please contact either of the undersigned at (906) 228-5125, or via email at klevly@trimediaee.com or kkaiser@trimediaee.com.

Your Priority. Our Promise. On behalf of the professional staff at TriMedia, we look forward to your review and the opportunity to successfully complete this project for the City of Ishpeming DPW.

Sincerely,
TriMedia Environmental & Engineering Services, LLC



Kelly D. Levely, ASP
GIS Specialist



Kenneth G. Kaiser, GISP
GIS Manager

KDL/KGK/mlh
Enclosure: Terms and Conditions
cc: TriMedia File 2021-7043a

Mr. Bill Anderson
City of Ishpeming - Department of Public Works
June 29, 2022
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ACCEPTANCE

City of Ishpeming DPW (herein referred to as "Client") hereby contracts with TriMedia to perform the services described above and in accordance with the presented Terms and Conditions, unless otherwise specified in writing.

City of Ishpeming DPW

**TriMedia Environmental & Engineering
Services, LLC**

Bill Anderson

Tom L. Anthos, CIH, Member

Date: _____

Date: _____

TERMS AND CONDITIONS
City of Ishpeming

1. **PARTIES AND SCOPE OF WORK:** TriMedia Environmental & Engineering Services, LLC ("TriMedia") shall include said company, or its particular division performing the work. "Work" means the service(s) performed by TriMedia for Client or at Client's direction. "This Agreement" consists of the TriMedia *Technical and Cost Proposal*, Client's written acceptance thereof if accepted by TriMedia, and these **Terms and Conditions**. "Client" refers to the person or business entity ordering the work to be done by TriMedia. Any Additional Services shall be authorized in writing signed on behalf of the Client and TriMedia.
2. **PERFORMANCE:** TriMedia will perform professional services with the degree of skill and care ordinarily exercised by qualified professionals performing the same type of services at the same time under similar circumstances in the same or similar locality. The foregoing standard of care is in lieu of all other standards and warranties. TriMedia shall not be liable for any claim, damage, cost or expense (including attorney fees) or other liability or loss not caused, partly or solely, by the negligent acts, errors or omissions of TriMedia.
3. **TERMINATION:** This Agreement may be terminated by either party upon seven (7) days prior written notice. In the event of termination, TriMedia shall be paid for all costs and fees up to the effective date of termination.
4. **PAYMENT:** TriMedia shall invoice for services rendered and incurred reimbursable expenses, and each invoice shall be due and payable within 90 days of the date of the invoice. Invoices over 30 days past due will be charged interest at the rate of 1-1/2% per month on the unpaid balance or the highest lawful rate, whichever is less. TriMedia may, after 10 days written notice to the Client, suspend performance of services until all past due amounts are paid. In the event Client elects to pay TriMedia via American Express, Discover, VISA® or MasterCard® for all services rendered and reimbursable costs incurred, a 3.5% transaction fee surcharge will be added to each TriMedia invoice, with the total becoming immediately payable to TriMedia by Client.
5. **INSURANCE:**
 - a. TriMedia will furnish to Client the Certificates of Insurance indicating the required coverages and conditions prior to the commencement of work under this contract.
 - b. TriMedia, and any and all of their subcontractors, shall not commence work under this contract until they have obtained the insurance required under this paragraph, and shall keep such insurance in force during the entire life of this contract. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan and acceptable to Client. The requirements below should not be interpreted to limit the liability of TriMedia. All deductibles and SIRs are the responsibility of TriMedia.
 - c. TriMedia shall procure and maintain the following insurance coverage:
 1. **Worker's Compensation Insurance**, including Employers Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
 2. **Commercial General Liability** not less than \$1,000,000 per occurrence and \$2,000,000 in aggregate. Coverage shall include, but not limited to, the following: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent.

3. **Automobile Liability**, including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000 per occurrence combined single limit for Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

4. **Additional Insured**: All policies shall include an endorsement stating the following shall be Additional Insureds: The Client, all elected and appointed officials, all employees and volunteers, agents, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof. It is understood and agreed by naming the Client as additional insured, coverage afforded is considered to be primary and any other insurance the Client may have in effect shall be considered secondary and/or excess.

5. **Cancellation Notices**: Policy(ies), as described above, shall be endorsed to state the following: It is understood and agreed Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to: (City of Ishpeming, Attention: City Clerk, 100 East Division Street, Ishpeming, Michigan 49849)

6. **INDEMNITY**: TriMedia agrees, to the fullest extent permitted by law, to indemnify and hold the Client harmless from damages and losses arising from negligent acts, errors or omissions of TriMedia in the performance of professional services under this Agreement, to the extent TriMedia is responsible for such damages and losses on a comparative basis of fault and responsibility between TriMedia and the Client. The Client agrees, to the fullest extent permitted by law, to indemnify and hold TriMedia harmless from any damage, liability or cost to the extent caused by the Client's negligent acts, errors, or omissions and those of his or her contractors, subcontractors, or consultants or anyone for whom the Client is legally liable arising from the project that is the subject of this Agreement.

7. **FEDERAL RIGHT-TO-KNOW COMPLIANCE**: In compliance with the Federal *Hazard Communication Standard*, Client shall provide TriMedia with a list of hazardous chemicals in the work place, and related Material Safety Data Sheets, which employees may be exposed while executing this Agreement.

8. **UTILITIES AND SUBSURFACE OBJECTS**: Client represents and warrants that it has advised TriMedia of any known or suspected utilities at any site at which TriMedia is to do work hereunder.

9. **ACCESS TO SITE**: Client will arrange and provide access to each site upon which it will be necessary for TriMedia to perform its work.

10. **OWNERSHIP OF DOCUMENTS**: TriMedia's reports, drawings, maps, compilations and other documents or creations prepared under this Agreement, including works which are solely electronic, shall become the property of Client upon completion of the work and payment in full of all monies due to TriMedia.

11. **CERTIFICATIONS, GUARANTEES, AND WARRANTIES**: TriMedia shall not be required to sign any documents, no matter by whom requested, that would result in TriMedia having to certify, guarantee or warrant the existence of conditions whose existence TriMedia cannot ascertain.

12. **INFORMATION PROVIDED BY OTHERS**: To the extent known, TriMedia shall indicate to the Client the information needed for rendering of services. The Client shall provide to TriMedia such information and TriMedia shall be entitled to rely upon the accuracy and completeness thereof.

13. **ENTIRE AGREEMENT**: This Agreement contains the entire understanding between the parties. Client acknowledges that no representations, warranties, undertakings or promises have been made other than and except those expressly contained herein.

14. **INDEPENDENT CONTRACTOR:** The relationship between the Client and TriMedia is that of an independent contractor.

15. **GOVERNING LAW/ASSIGNS/WRITTEN NOTICE:** This Agreement shall be deemed to have been made in Marquette County, Michigan, and shall be governed by, and construed in accordance with the laws of the State of Michigan. Neither the Client nor TriMedia may delegate, assign, sublet or transfer its duties, responsibilities or interests in this Agreement, including but not limited to, monies that are due or monies that may be due, without the written consent of the other party. Written notice shall be deemed to have been duly served if delivered in person to the individual or a member of the firm or entity or to an officer of the corporation for which it was intended, or if delivered by registered or certified mail.

Revised TriMedia Proposal Number 2021-7043a

Acceptance: _____



830 W. Washington Street
Marquette, MI 49855
906.228.5125
906.228.5126 Fax
www.trimediaee.com

SENT VIA ELECTRONIC MAIL

June 29, 2022

Mr. Bill Anderson
City of Ishpeming - Department of Public Works
208 South Lake Street
Ishpeming, Michigan 49849

Re: *Revised Technical and Cost Proposal* – Professional Consulting Services for the City of Ishpeming's Cemetery Information Management System
TriMedia Proposal Number 2021-7043b

Dear Mr. Anderson:

TriMedia Environmental & Engineering Services, LLC (TriMedia) appreciates having the opportunity to demonstrate how our staff can be of assistance to the City of Ishpeming (City) – Department of Public Works (DPW) by providing project management and consulting services for continued development of its Cemetery Information Management System.

Our team of professionals provides expertise in the areas of Geographic Information Systems (GIS) planning, mapping, database management, cemetery information management, ground penetrating radar, surveying, hydrologic and wetland studies, and storm water management. We have an experienced team of professionals with diverse expertise gained from consulting project work and from prior staff/management positions in the industry.

Mr. Ken Kaiser, GISP, will provide technical expertise and project management. He will be assisted, as needed, by other TriMedia technical staff with commensurate credentials. TriMedia has successfully completed, or is in the process of completing, similar local projects for Limestone Township, Mathias Township, Munising Township, Mueller Township, Humboldt Township, and L'Anse Township (Aura and Pequaming cemeteries).

PROJECT UNDERSTANDING

TriMedia understands that the City is requesting a cost estimate for GIS services for its Cemetery Information Management System. **This will be done for the entire cemetery.** Our proposal has been developed to allow the City to use its existing GIS software and accounts, to avoid costly future maintenance fees. We have developed the following proposed *Scope-of-Service* based on information available to-date.

Scope-of-Service

Task 1: Project Management

TriMedia will provide project management services to aid in ensuring project tasks and budget are consistent with this proposed Scope-of-Service. This effort will include project planning and scheduling activities, and development of documentation and communication to support the project.



Task 2: GIS and Plot Map Development

TriMedia will develop a GIS created from the existing paper map of cemetery blocks, plots, and gravesites. This map will be populated in GIS with data the City has currently entered into existing digital records from an export to a useable database or spreadsheet. The GIS will be integrated into the City's GIS system and include training of City staff to be able to update future records and make map changes.

Task 3: GIS Public Access Website

TriMedia will develop a web-based, interactive map depicting headstone locations, burial names, and headstone photographs. This will provide an easy to use, searchable, web-based map to allow the public to easily navigate the cemetery via computer or real time via their phone or tablet. The map will be transitioned to the City to host through their ArcGIS Online account.

Task 4: Global Position Systems (GPS) Headstone Mapping (Optional)

TriMedia will collect survey grade GPS locations of all headstones with photographic links. Headstone data such as name, born/death dates and veteran status will also be collected. A site will also be setup to utilize the City's existing ArcGIS Online account for both viewing and providing a portal to upload documents such as sales deeds, burial certificates, etc. This dataset will allow users to view actual site photographs of locations that they select and allow City staff to match actual burial information with grave plots.

Task 5: Drone Survey (Optional)

TriMedia recommends a drone flight be performed to acquire accurate and high-quality aerial photographs of the existing cemetery. The aerial photograph will be utilized as a background and reference for the GIS data and will clearly show features such as buildings, fences, and headstones. Field activities will be completed by a Federal Aviation Administration Unmanned Aircraft Systems certified remote pilot, who will be accompanied by a flight observer.

PROJECT COST

TriMedia has developed a not-to-exceed cost of **\$26,400.00** for completion of Tasks 1 – 3, or **\$70,100.00** for completion of Tasks 1 – 5, presented above. The project will be billed on a time and expense, not-to-exceed basis and in no case will the project estimate be exceeded unless so authorized by the City in writing. In this way, should some of the project contingencies not be necessary, the City will limit project expenditures because TriMedia will only charge for those services required and expended during the project. The cost estimate is further detailed as follows:

Task 1: Project Management	\$ 3,000.00
Task 2: GIS and Plot Map Development	\$ 22,500.00
Task 3: GIS Public Access Website	\$ 900.00
Total:	\$ 26,400.00

Mr. Bill Anderson
City of Ishpeming - Department of Public Works
June 29, 2022
Page 3

Task 4: GIS/GPS Headstone Mapping	\$ 42,300.00
Task 5: Drone Survey	\$ 1,400.00
Total:	\$ 70,100.00

AUTHORIZATION TO PROCEED

TriMedia appreciates having the opportunity to present this *Revised Technical and Cost Proposal*. We trust the content and format of this correspondence is consistent with our discussions and your expectations. In the event you wish to retain TriMedia, we request your authorization to proceed by executing below and returning one copy of this correspondence and one initialed copy of the enclosed Terms and Conditions. Should the City desire to issue a Purchase Order, please reference *Revised TriMedia Proposal Number 2021-7043b*, and all Terms and Conditions presented herein shall apply.

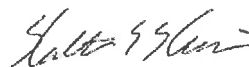
Should you have any questions or wish to discuss this *Revised Technical and Cost Proposal* in greater detail relative to the technical requirements or anticipated project costs and pricing controls, please contact either of the undersigned at (906) 228-5125, or via email at klevely@trimediaee.com or kkaiser@trimediaee.com.

Your Priority. Our Promise. On behalf of the professional staff at TriMedia, we look forward to your review and the opportunity to successfully complete this project for the City of Ishpeming DPW.

Sincerely,
TriMedia Environmental & Engineering Services, LLC



Kelly D. Levely, ASP
GIS Specialist



Kenneth G. Kaiser, GISP
GIS Manager

KDL/KGK/mlh
Enclosure: Terms and Conditions
cc: TriMedia File 2021-7043b

ACCEPTANCE

City of Ishpeming DPW (herein referred to as "Client") hereby contracts with TriMedia to perform the services described above and in accordance with the presented Terms and Conditions, unless otherwise specified in writing.

City of Ishpeming DPW

**TriMedia Environmental & Engineering
Services, LLC**

Bill Anderson

Tom L. Anthos, CIH, Member

Date: _____

Date: _____

TERMS AND CONDITIONS
City of Ishpeming

1. **PARTIES AND SCOPE OF WORK:** TriMedia Environmental & Engineering Services, LLC ("TriMedia") shall include said company, or its particular division performing the work. "Work" means the service(s) performed by TriMedia for Client or at Client's direction. "This Agreement" consists of the TriMedia *Technical and Cost Proposal*, Client's written acceptance thereof if accepted by TriMedia, and these **Terms and Conditions**. "Client" refers to the person or business entity ordering the work to be done by TriMedia. Any Additional Services shall be authorized in writing signed on behalf of the Client and TriMedia.
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Revised TriMedia Proposal Number 2021-7043b

Acceptance: _____



PO Box 988
Jackson, MI 49204
Phone: 888.742.2378

Budgetary Proposal

DATE: June 8, 2022
Valid Until: 9/6/2022

Prepared For:

City of Ishpeming
Bill Anderson
100 E Division St
Ishpeming, MI 49849
dpwforeman@ishpemingcity.org

Description	Qty.	Type	Price
CM Integrated GIS Mapping	1	L	\$ 3,375.00
CM Additional User License	1	L	\$ 675.00
Esri ArcEngine Single Use License	2	3P	\$ 1,300.00
CM GIS Map Services - Entire Cemetery	1	P	\$ 20,400.00
CM Online Burial Search Setup/Customization	1	SU	\$ 1,800.00
CM Online Burial Search GIS Mapping Setup - First Cemetery Group	1	SU	\$ 950.00
CM Online Burial Search SaaS	1	A	\$ 2,800.00
Total Cost			\$31,300.00
Due Upon Approval*			\$3,200.00

Billing Types Key

L	Software license purchase - A one-time fee - Subject to Annual Support
A	Services such as remote hosting and storage - Billed annually in advance
P	Professional Services - A one-time fee for custom services provided
SU	Setup and Configuration - A one-time fee
CS	Customer-Supplied License
3P	Third-Party/Partner Product - One time fee - Billed by partner future years
SB	Billable Support and Training Including Travel Reimbursement
MISC	Miscellaneous one-time fees and discounts

Summary:

License Cost	\$4,050.00
Total Prof. Services	\$20,400.00
Services Deposit	\$10,200.00
Misc. and 3rd Party	\$1,300.00
Set-up Costs	\$2,750.00
Billable Support	\$0.00
Annual Hosting	\$2,800.00
** Annual Maintenance	\$1,015.00

* The above summary of costs represents actual fees for all license, setup, and maintenance items. These costs are fixed and not subject to change. Estimates have been provided for professional services. By signing this estimate, and providing a non-refundable payment as outlined above, you are authorizing Pontem staff to thoroughly analyze and evaluate the scope of the professional services to be provided. Your initial payment will be applied to the total project cost. Upon completion of the analysis and discovery phase Pontem will deliver a detailed Scope of Work outlining the services to be provided, which will include:

- Final determination of service costs
- A project timeline and description of major milestones and deliverables
- A description of anticipated collaborative effort on the part of Cemetery staff, including interim and final project approvals.
- Summaries of project assumptions
- Milestone Billing Timeline

** Note for Customers Adding Features or Licenses to Existing Software: The Annual Support amount outlined above will be added to your current support agreement and will be payable upon the anniversary month previously established for your account. A revised support agreement will be provided that outlines the total cost to maintain your products.

Proposal Line Item Description	Billing Type
Integrated GIS Mapping Single User License (One-time License Fee) GIS (Geographic Information Systems) mapping engineered using ESRI technology coupled with geographically accurate parameters for sophisticated mapping at its best <ul style="list-style-type: none"> • State-of-the-art mapping solution featuring standard map layers including layers for: Cemetery, Section, Block/Lot, Grave Space Boundaries, and Roads • Additional layers (buildings, sprinkler lines, etc.) - Quoted upon request • Color-coded grave spaces - user-defined • Zooming capabilities allow views of an entire cemetery boundary with topographical features and structures to the refined details of lot and grave positioning • Locate and view any grave location using powerful search and identify features • Adjust transparency with easy-to-use slider bar • GIS mapping is also available for use with Pontem's Online Burial Services • Possible to capture GPS Points from GIS Maps NOTE: Prices do not include map data creation - See professional services below for more information	L
Additional User Licenses <ul style="list-style-type: none"> • If you require access to the software by more than one person you may want to purchase additional user licenses. • Billed at 20% of the base license cost 	L
Esri ArcEngine Desktop License - Required for GIS mapping <ul style="list-style-type: none"> • \$ 650.00/workstation • Includes license procurement, registration and installation NOTE: License will be registered directly with Esri. Esri provides one year of support plan with purchase. It is Esri standard procedure to deliver a renewal invoice upon expiration of the term. Pontem customers do not require or typically use this technical support. It is recommended the support not be renewed.	3P
CM GIS Map Services - BUDGETARY ESTIMATE <ul style="list-style-type: none"> • Layers to include: Roads, Sections, Lot Boundaries, Grave Spaces • Integration with Pontem database • GPS Center Points (latitude/longitude) - Needed for Satellite Imagery • Installation, Setup, Training • Aerial imagery This proposal is based on a high level review of maps supplied in January 2019. Should this budgetary proposal be accepted, Pontem's professional service team will thoroughly review the data with the objective of providing a written plan detailing any issues found, prerequisites, and anticipated milestone deliveries.	P
Pontem Online Burial Search (OBS) Setup Pontem's Online Burial Search is launched directly from your organization's home page and will be designed to carry forward your website's design scheme. Basic setup includes: <ul style="list-style-type: none"> • Customized Search and Result pages themed to match your organization's website • Designed with Mobile First, device responsive technology • Integrated mapping allowing public to locate a grave space on your map with option to navigate to the grave using a smart device • Real-time updating of data to the web • Genealogical information with public submission form NOTE: Pontem Web Hosting Services required	SU
CM Online Burial Search GIS Mapping Setup - First Cemetery Group The cost of the additional effort required to convert and configure a GIS map for use on the Online Burial Search	SU

Online Burial Search SaaS

A

- Required for Pontem Online Burial Search
- Cost based on volume of records stored
- Regularly enhanced to perform with current technology
- This is a recurring fee billed annually

PLACE YOUR ORDER

City of Ishpeming
 Bill Anderson
 100 E Division St
 Ishpeming, MI 49849
 dpwforeman@ishpemingcity.org

Signed: _____

Print Name: _____

Today's Date: _____ Contact Telephone # _____

Item Summary	Qty.	Type	Price
CM Integrated GIS Mapping	1	L	\$ 3,375.00
CM Additional User License	1	L	\$ 675.00
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* The above summary of costs represents actual fees for all license, setup, and maintenance items. These costs are fixed and not subject to change. Estimates have been provided for professional services. By signing this estimate, and providing a non-refundable payment as outlined above, you are authorizing Pontem staff to thoroughly analyze and evaluate the scope of the professional services to be provided. Your initial payment will be applied to the total project cost. Upon completion of the analysis and discovery phase Pontem will deliver a detailed Scope of Work outlining the services to be provided, which will include:

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- A project timeline and description of major milestones and deliverables
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Brad Kimpell
 brad@pontem.com
 Toll-free 888.742.2378
<http://www.pontem.com>



PO Box 988
Jackson, MI 49204
Phone: 888.742.2378

Budgetary Proposal

DATE: June 8, 2022
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Prepared For:

City of Ishpeming
Bill Anderson
100 E Division St
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Esri ArcEngine Single Use License	2	3P	\$ 1,300.00
CM GIS Map Services - Lots 45 to 66	1	P	\$ 5,700.00
CM Online Burial Search Setup/Customization	1	SU	\$ 1,800.00
CM Online Burial Search GIS Mapping Setup - First Cemetery Group	1	SU	\$ 950.00
CM Online Burial Search SaaS	1	A	\$ 2,800.00
Total Cost			\$16,600.00
Due Upon Approval*			\$1,700.00

Billing Types Key

L	Software license purchase - A one-time fee - Subject to Annual Support
A	Services such as remote hosting and storage - Billed annually in advance
P	Professional Services - A one-time fee for custom services provided
SU	Setup and Configuration - A one-time fee
CS	Customer-Supplied License
3P	Third-Party/Partner Product - One time fee - Billed by partner future years
SB	Billable Support and Training Including Travel Reimbursement
MISC	Miscellaneous one-time fees and discounts

Summary:

License Cost	\$4,050.00
Total Prof. Services	\$5,700.00
Services Deposit	\$2,850.00
Misc. and 3rd Party	\$1,300.00
Set-up Costs	\$2,750.00
Billable Support	\$0.00
Annual Hosting	\$2,800.00
** Annual Maintenance	\$1,015.00

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** Note for Customers Adding Features or Licenses to Existing Software: The Annual Support amount outlined above will be added to your current support agreement and will be payable upon the anniversary month previously established for your account. A revised support agreement will be provided that outlines the total cost to maintain your products.

Proposal Line Item Description	Billing Type
Integrated GIS Mapping Single User License (One-time License Fee) GIS (Geographic Information Systems) mapping engineered using ESRI technology coupled with geographically accurate parameters for sophisticated mapping at its best <ul style="list-style-type: none"> • State-of-the-art mapping solution featuring standard map layers including layers for: Cemetery, Section, Block/Lot, Grave Space Boundaries, and Roads • Additional layers (buildings, sprinkler lines, etc.) - Quoted upon request • Color-coded grave spaces - user-defined • Zooming capabilities allow views of an entire cemetery boundary with topographical features and structures to the refined details of lot and grave positioning • Locate and view any grave location using powerful search and identify features • Adjust transparency with easy-to-use slider bar • GIS mapping is also available for use with Pontem's Online Burial Services • Possible to capture GPS Points from GIS Maps NOTE: Prices do not include map data creation - See professional services below for more information	L
Additional User Licenses <ul style="list-style-type: none"> • If you require access to the software by more than one person you may want to purchase additional user licenses. • Billed at 20% of the base license cost 	L
Esri ArcEngine Desktop License - Required for GIS mapping <ul style="list-style-type: none"> • \$ 650.00/workstation • Includes license procurement, registration and installation NOTE: License will be registered directly with Esri. Esri provides one year of support plan with purchase. It is Esri standard procedure to deliver a renewal invoice upon expiration of the term. Pontem customers do not require or typically use this technical support. It is recommended the support not be renewed.	3P
CM GIS Map Services - BUDGETARY ESTIMATE for Lots 45-66 <ul style="list-style-type: none"> • Layers to include: Roads, Sections, Lot Boundaries, Grave Spaces • Integration with Pontem database • GPS Center Points (latitude/longitude) - Needed for Satellite Imagery • Installation, Setup, Training • Aerial imagery This proposal is based on a high level review of maps supplied in January 2019. Should this budgetary proposal be accepted, Pontem's professional service team will thoroughly review the data with the objective of providing a written plan detailing any issues found, prerequisites, and anticipated milestone deliveries.	P
Pontem Online Burial Search (OBS) Setup <p>Pontem's Online Burial Search is launched directly from your organization's home page and will be designed to carry forward your website's design scheme. Basic setup includes:</p> <ul style="list-style-type: none"> • Customized Search and Result pages themed to match your organization's website • Designed with Mobile First, device responsive technology • Integrated mapping allowing public to locate a grave space on your map with option to navigate to the grave using a smart device • Real-time updating of data to the web • Genealogical information with public submission form NOTE: Pontem Web Hosting Services required	SU
CM Online Burial Search GIS Mapping Setup - First Cemetery Group <p>The cost of the additional effort required to convert and configure a GIS map for use on the Online Burial Search</p>	SU

Online Burial Search SaaS

A

- Required for Pontem Online Burial Search
- Cost based on volume of records stored
- Regularly enhanced to perform with current technology
- This is a recurring fee billed annually

PLACE YOUR ORDER

City of Ishpeming
 Bill Anderson
 100 E Division St
 Ishpeming, MI 49849
 dpwforeman@ishpemingcity.org

Signed: _____

Print Name: _____

Today's Date: _____ Contact Telephone # _____

Item Summary	Qty.	Type	Price
CM Integrated GIS Mapping	1	L	\$ 3,375.00
CM Additional User License	1	L	\$ 675.00
Esri ArcEngine Single Use License	2	3P	\$ 1,300.00
CM GIS Map Services	1	P	\$ 5,700.00
CM Online Burial Search Setup/Customization	1	SU	\$ 1,800.00
CM Online Burial Search GIS Mapping Setup - First Cemetery Group	1	SU	\$ 950.00
CM Online Burial Search SaaS	1	A	\$ 2,800.00
Total Cost			\$16,600.00
Due Upon Approval*			\$1,700.00

* The above summary of costs represents actual fees for all license, setup, and maintenance items. These costs are fixed and not subject to change. Estimates have been provided for professional services. By signing this estimate, and providing a non-refundable payment as outlined above, you are authorizing Pontem staff to thoroughly analyze and evaluate the scope of the professional services to be provided. Your initial payment will be applied to the total project cost. Upon completion of the analysis and discovery phase Pontem will deliver a detailed Scope of Work outlining the services to be provided, which will include:

- Final determination of service costs
- A project timeline and description of major milestones and deliverables
- A description of anticipated collaborative effort on the part of Cemetery staff, including interim and final project approvals.
- Summaries of project assumptions
- Milestone Billing Timeline

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