



# Abrams Municipal Airport Advisory Commission

**REGULAR MEETING AGENDA  
TUESDAY, JANUARY 6, 2026 - 6:30 P.M.  
IN THE COUNCIL CHAMBERS, CITY HALL  
310 GREENWOOD ST., GRAND LEDGE, MI 48837**

- I. ROLL CALL OF COMMISSION**
- II. PLEDGE OF ALLEGIANCE**
- III. AUDIENCE PARTICIPATION**
- IV. APPROVAL OF REGULAR MEETING AGENDA**
  - A. Motion** – To approve the Tuesday, January 6, 2026, regular meeting agenda.
- V. APPROVAL OF MINUTES**
  - A. Motion** – To approve the Tuesday, August 5, 2025, regular meeting minutes.
- VI. STAFF REPORTS**
  - A.** Financial Reports
  - B.** T-Hangar Report
  - C.** Operations Report
- VII. UNFINISHED BUSINESS**
- VIII. NEW BUSINESS**
  - A.** Farmland Lease Recommendation [Action Item]
- IX. AUDIENCE PARTICIPATION**
- X. COMMUNICATIONS FROM THE MEMBERS**
- XI. ADJOURNMENT**

The meeting will be held in person, per the Open Meetings Act, and will also be livestreamed via Zoom for informational purposes only. The public is invited to attend in person to participate and offer comments. Written comments can also be submitted to the City Clerk at 310 Greenwood St., Grand Ledge MI 48837, or [cityhall@cityofgrandledge.com](mailto:cityhall@cityofgrandledge.com).

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/83335447088>

Phone one-tap:

+16468769923,,83335447088# (New York), +16469313860,,83335447088#

Join via audio:

+1 646 876 9923 (New York), +1 646 931 3860, +1 301 715 8592 (Washington DC), +1 305 224 1968,  
+1 309 205 3325, +1 312 626 6799 (Chicago), +1 386 347 5053, +1 408 638 0968 (San Jose), +1 507 473 4847,  
+1 564 217 2000, +1 669 444 9171, +1 669 900 6833 (San Jose), +1 689 278 1000, +1 719 359 4580, +1 253 205 0468,  
+1 253 215 8782 (Tacoma), +1 346 248 7799 (Houston), +1 360 209 5623

Webinar ID: 833 3544 7088

International numbers available: <https://us02web.zoom.us/j/83335447088>

**ABRAMS MUNICIPAL AIRPORT ADVISORY COMMISSION**  
**310 GREENWOOD ST.**  
**GRAND LEDGE MI 48837**  
**(517) 627-2149**

**MINUTES – REGULAR MEETING**  
**TUESDAY, AUGUST 5, 2025 – 6:30 P.M.**  
**COUNCIL CHAMBERS, CITY HALL**  
**310 GREENWOOD ST., GRAND LEDGE MI 48837**

- I. ROLL CALL OF COMMISSION – Members Present:** Chairman Dave Powers, Keith Mulder, Dan Harris, Peter Manina, Cpt. Darrek Ladermann, Helen Hagg, Steve Rivet, and Lynne MacDowell  
**Members Absent:** Jeff Oberg, Stephen Colby, Council Member Tom Jancek, and Bobby Prater  
**Others Present:** Amee King Assistant City Manager and Airport Manager
- II. PLEDGE OF ALLEGIANCE**
- III. AUDIENCE PARTICIPATION**
- IV. APPROVAL OF REGULAR AGENDA**
- A. Motion** – To approve the Tuesday, August 5, 2025, regular meeting agenda.
- COMMISSIONER HAAG MOVED, COMMISSIONER MANINA SECONDED, TO APPROVE THE AUGUST 5, 2025, REGULAR MEETING AGENDA AS PRESENTED. MOTION CARRIED UNANIMOUSLY.
- V. APPROVAL OF MINUTES**
- A. Motion** – To approve the Tuesday, March 18, 2025, special meeting minutes.
- COMMISSIONER MULDER MOVED, COMMISSIONER MACDOWELL SECONDED, TO APPROVE TUESDAY, MARCH 18, 2025, SPECIAL MEETING MINUTES AS PRESENTED. MOTION CARRIED UNANIMOUSLY.
- VI. STAFF REPORTS**
- A. Financial Report** – Mrs. King reviewed the financial reports.
- B. T-Hangar Report** – Mrs. King reviewed the T-Hangar information. The hangars are currently full and there continues to be a wait list of approximately 10 people. We updated the rent paid table and letters were sent out to anyone who had late payments or missing payments. We will continue to do this quarterly in an effort to keep everything up to date.
- C. Operations Report**

**Reconstruct Taxiway Lighting – Parallel to Runway 9/27 & Beacon Design** – Mrs. King indicated that the project began on Monday, September 16, 2024. Everything is complete except the grass seeding which will take place this fall. We had a change order which was a deduction of \$10,000.

Mrs. King also added the airport continues to be on a provisional license and we continue with our due diligence plan to take care of tree obstructions.

Chairman Powers indicated that the trees in the compass row are concerning and could be a safety issue. Mrs. King indicated she asked for a price to remove the trees by City staff and it came back at approximately \$1,300. We will move forward with the removal.

COMMISSIONER MANINA MOVED, COMMISSIONER HAGG SECONDED, TO RECEIVE AND PLACE ON FILE THE FINANCIAL REPORT, T-HANGAR REPORT, AND OPERATIONS REPORT. MOTION CARRIED UNANIMOUSLY.

**VII. UNFINISHED BUSINESS**

**VIII. NEW BUSINESS**

- A. Airport Capital Improvement Plan 2025-2030 Recommendations** – Mrs. King reviewed the Draft Capital Improvement Plan. The taxi lane by the hangars is in pretty bad shape and has a low pavement rating. We plan to ask our MDOT representatives to have this project completed at the same time as the tree obstruction removals to ensure we do not lose any funding. It was indicated to us previously that this would be acceptable. Commissioner Haag indicated that we need to look at a new fuel system.

2026	Land Acquisition Runway 27	Land Acq.
2026	Runway 27 Approach Tree Removal	Design
2026	Reconstruct Taxilane, Midfield Hangar Area	Design
2027	Runway 27 Approach Tree Removal	Construction
2027	Reconstruct Taxilane, Midfield Hangar Area	Construction
2028	(Carryover Year)	
2029	Construct Building 6-Unit T Hangar	Design
2030	Construct Building 6-Unit T Hangar	Construction

COMMISSIONER MANINA MOVED, COMMISSIONER HAGG SECONDED, TO RECOMMEND THE AIRPORT CAPITAL IMPROVEMENT PLAN AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

- B. Schedule of Regular Meetings Calendar Year 2026** – Mrs. King reviewed the dates and asked the Commission if the dates and time worked for their schedules.

COMMISSIONER MANINA MOVED, COMMISSIONER LADERMANN SECONDED, TO APPROVE THE SCHEDULE OF REGULAR MEETINGS CALENDAR YEAR 2026. MOTION CARRIED UNANIMOUSLY.

- IX. AUDIENCE PARTICIPATION** - Larry Niewenhuis from Ledge Aero indicated that the gas pump is archaic and should be replaced and the vegetation is growing in the taxiways.

**X. COMMUNICATIONS FROM BOARD MEMBERS**

Commissioner Rivet apologized for his tardiness and indicated that this will be his last meeting. He is moving to Ohio to be closer to family. Chairman Powers thanked him for his time on the commission.

Commissioner Mulder indicated that people remain on the commission until replaced. There is an application on the City's website if anyone is interested in serving on any board or commission.

Commission Mulder thanked Commissioner Rivet for his service.

**XI. ADJOURNMENT**

COMMISSIONER RIVET MOVED, COMMISSIONER MANINA SECONDED, TO ADJOURN THE TUESDAY, AUGUST 5, 2025, REGULAR MEETING AT 7:02 P.M. MOTION CARRIED UNANIMOUSLY.

Prepared by Amee King, Assistant City Manager and Airport Manager.

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Daniel N. Harris, Secretary

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Dave Powers, Chairman

Fund 295 AIRPORT FUND

GL Number	Description	Balance
*** Assets ***		
295-000-001.000	CASH	21,846.31
295-000-001.001	MI CLASS	183,787.97
295-000-040.000	ACCOUNTS RECEIVABLE	2,674.82
295-000-189.000	LEASE RECEIVABLE	166,251.00
<b>Total Assets</b>		<b>374,560.10</b>
*** Liabilities ***		
295-000-202.000	ACCOUNTS PAYABLE	411.76
295-000-255.001	DEPOSITS PAYABLE	7,650.00
295-000-257.000	PAYROLL PAYABLE	249.00
295-000-339.000	UNEARNED REVENUE	3,075.00
295-000-360.001	DEFERRED INFLOWS - LEASE	151,448.00
<b>Total Liabilities</b>		<b>162,833.76</b>
*** Fund Balance ***		
295-000-390.000	FUND BALANCE	210,212.12
<b>Total Fund Balance</b>		<b>210,212.12</b>
<b>Beginning Fund Balance</b>		<b>210,212.12</b>
<b>Net of Revenues VS Expenditures</b>		<b>1,514.22</b>
<b>Ending Fund Balance</b>		<b>211,726.34</b>
<b>Total Liabilities And Fund Balance</b>		<b>374,560.10</b>

PERIOD ENDING 12/31/2025

% Fiscal Year Completed: 50.41

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2025 (ABNORMAL)	MONTH 12/31/2025 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 295 - AIRPORT FUND									
Revenues									
Dept 595 - AIRPORT									
295-595-665.001	INTEREST	3,998.00		3,370.44		0.00		627.56	84.30
295-595-667.002	AGRICULTURAL RENT	5,797.00		0.00		0.00		5,797.00	0.00
295-595-667.003	NATIONAL GUARD RENT	32,259.00		16,630.95		4,751.70		15,628.05	51.55
295-595-667.007	FBO - LEASE	1,000.00		1,000.00		1,000.00		0.00	100.00
295-595-667.010	HANGAR RENTS	51,300.00		27,010.00		5,250.00		24,290.00	52.65
295-595-667.012	HANGAR LAND LEASES	3,012.00		3,215.33		3,215.33		(203.33)	106.75
295-595-693.000	SALE OF FIXED ASSETS	0.00		256.00		0.00		(256.00)	100.00
Total Dept 595 - AIRPORT		97,366.00		51,482.72		14,217.03		45,883.28	52.88
TOTAL REVENUES		97,366.00		51,482.72		14,217.03		45,883.28	52.88
Expenditures									
Dept 595 - AIRPORT									
295-595-703.000	SALARIES/WAGES	8,750.00		4,215.19		1,284.82		4,534.81	48.17
295-595-719.000	FRINGE BENEFITS	5,103.00		2,258.52		1,066.66		2,844.48	44.26
295-595-761.000	OPERATING SUPPLIES	1,000.00		0.00		0.00		1,000.00	0.00
295-595-811.000	CONTRACTUAL	500.00		50.00		0.00		450.00	10.00
295-595-853.000	TELEPHONE/INTERNET	600.00		277.37		0.00		322.63	46.23
295-595-900.000	PRINTING/PUBLISHING	200.00		0.00		0.00		200.00	0.00
295-595-921.000	UTILITIES	6,000.00		1,518.90		0.00		4,481.10	25.32
295-595-931.000	BUILDING MAINTENANCE	1,000.00		0.00		0.00		1,000.00	0.00
295-595-935.000	INSURANCE	19,008.00		0.00		0.00		19,008.00	0.00
295-595-936.009	GROUNDS/RUNWAY MAINTENANCE	55,000.00		11,925.82		211.76		43,074.18	21.68
295-595-940.000	EQUIPMENT RENTAL	0.00		307.33		0.00		(307.33)	100.00
295-595-974.006	CONSTRUCTION	29,500.00		23,175.37		200.00		6,324.63	78.56
295-595-997.101	INDIRECT COST CHARGES	8,320.00		6,240.00		4,160.00		2,080.00	75.00
Total Dept 595 - AIRPORT		134,981.00		49,968.50		6,923.24		85,012.50	37.02
TOTAL EXPENDITURES		134,981.00		49,968.50		6,923.24		85,012.50	37.02
Fund 295 - AIRPORT FUND:									
TOTAL REVENUES		97,366.00		51,482.72		14,217.03		45,883.28	52.88
TOTAL EXPENDITURES		134,981.00		49,968.50		6,923.24		85,012.50	37.02
NET OF REVENUES & EXPENDITURES		(37,615.00)		1,514.22		7,293.79		(39,129.22)	4.03

## T-HANGAR - Monthly Rent Report (Jul. 2025 - June. 2026)

### HANGAR #1 - John Kennedy

Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	FY total
\$ 225.00	\$ 225.00	\$ 225.00	\$225.00	\$ 225.00	\$ 225.00	\$ 225.00						\$ 1,575.00
6/18/2025	7/28/2025	8/18/2025	9/22/2025	10/7/2025	12/1/2025	12/19/2025						

### HANGAR #2 - Douglas Simons

Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	FY total
\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00							\$ 1,350.00
7/2/2025	8/1/2025	9/2/2025	10/2/2025	11/4/2025	12/2/2025							

### HANGAR #3 - John Pinter

Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	FY total
\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00							\$ 1,350.00
5/2/2025	7/23/2025	7/23/2025	7/23/2025	10/31/2025	10/31/2025							

### HANGAR #4 - James Small

Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	FY total
\$ 225.00	\$ 225.00	\$ 225.00		\$ 225.00	\$ 225.00	\$ 225.00						\$ 1,350.00
4/14/2025	4/14/2025	8/19/2025		10/20/2025	11/20/2025	12/22/2025						

### HANGAR #5 - Michael Hogan

Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	FY total
\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00							\$ 1,350.00
8/18/2025	8/18/2025	8/18/2025	8/18/2025	8/18/2025	8/18/2025							

### HANGAR #6 - Phillip Matthey

Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	FY total
\$ 225.00	\$ 225.00	\$ 225.00										\$ 675.00
9/30/2025	9/30/2025	9/30/2025										

### HANGAR #7 - Mark Cosgrove

Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	FY total
\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00						\$ 1,575.00









**REQUEST FOR PROPOSALS**

**Farmland Lease – November 20, 2025**

**The City of Grand Ledge invites interested persons to submit proposals to lease land for the purpose of soil cultivation and crop production.**

**GENERAL INFORMATION**

This Request for Proposal (RFP) is to assist the City of Grand Ledge’s Abrams Municipal Airport in leasing certain tillable land for the purposes of crop farming, including land cultivation and harvesting of crops, subject to certain rights, licenses, and privileges.

The City of Grand Ledge invites interested persons to submit proposals to lease land for the purpose of soil cultivation and crop production. Information regarding available land is in the proposal packet.

Proposal packets may be obtained (Monday - Friday, 8:00 a.m. – 5:00 p.m.) from the City Hall offices, 310 Greenwood Street, Grand Ledge, MI 48837 or may be downloaded from the City’s website at: [www.cityofgrandledge.com](http://www.cityofgrandledge.com).

**TIMELINE**

Issue Date:	Tuesday, November 20, 2025
<b>Proposals Due:</b>	<b>By 1:00 pm, Tuesday, January 6, 2026</b>
City Council Award Consideration:	Monday, January 12, 2026

Inquiries to: Amee King, Assistant City Manager  
City of Grand Ledge  
517-622-7925  
[aking@cityofgrandledge.com](mailto:aking@cityofgrandledge.com)

Responses to this request must include a maximum net rent per year proposed to the City, inclusive of all fees and expenses. Proposals must be identified as *2026 - 2028 Farmland Lease Proposal* and directed to Amee King, Assistant City Manager. Proposals may be submitted electronically to [aking@cityofgrandledge.com](mailto:aking@cityofgrandledge.com) or delivered to the City Hall, located at 310 Greenwood Street, Grand Ledge, Michigan 48837, before **1:00 pm, Tuesday, January 6, 2026**. Proposers are solely responsible for ensuring that proposals arrive on time. Late proposals will not be accepted.

The City of Grand Ledge reserves the right to accept any proposal, reject any or all proposals, or to waive formalities in the best interest of the City.

**2026-2028 FARMLAND LEASE BID FORM**

PARCELS & ACREAGE*		TOTAL ACREAGE	PRICE PER ACRE	MAX. NET RENT PER YEAR
#16	13.31 acres	44.59 acres	2026: \$	2026: \$
#3	8.13 acres		2027: \$	2027: \$
#13	1.77 acres		2028: \$	2028: \$
#6	21.38 acres			

\* See USDA maps included in the proposal for parcel locations.

This bid is submitted in response to the City of Grand Ledge RFP for <b>2026-2028 FARMLAND LEASE AT ABRAMS MUNICIPAL AIRPORT</b> by:	
<b>Company Name:</b>	
<b>Authorized Signature:</b>	
<b>Print Name:</b>	
<b>Title</b>	
<b>Business Address</b>	
<b>Business Phone</b>	
<b>Date:</b>	

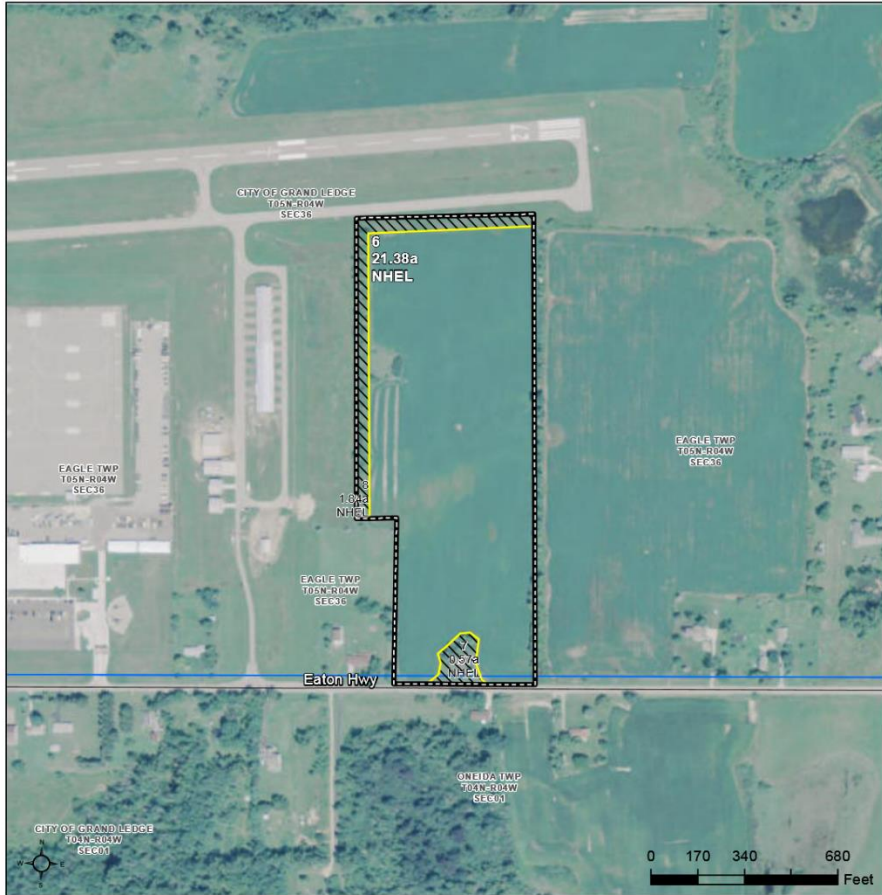
# Exhibit A: Farmland Lease Restrictions

## Farmland Lease Restrictions

1. No crops shall be allowed along the side of the North/South runway closer than 140' from the runway centerline.
2. No crops shall be allowed along the side of the East/West runway closer than 170' from the runway centerline.
3. No crops shall be allowed in the runway approach areas closer than 400' from the runway end.
4. No crops shall be allowed within 90' of the taxiway centerline.
5. Crops shall not block the line of sight between runways (mid-point to mid-point).
6. Aerial application of oil-based products of any kind is prohibited. Automated Weather Observation System (AWOS) sensors are subject to contamination.
7. At the end of the day, all equipment and hay bales must be moved back to a minimum of 250' from the center line of either runway.
8. Obstacles may include but are not limited to the following:
  - Underground power in fields #2 & 4
  - Overhead power in field #4
  - Wooden stump from old NDB antenna field #4
  - Survey monument in field #2
  - Old building foundations due south of field #5
  - Buried materials (stones and/or stumps) between established fields

# Exhibit B: Parcel Locations

USDA United States Department of Agriculture  
**Clinton County, Michigan**



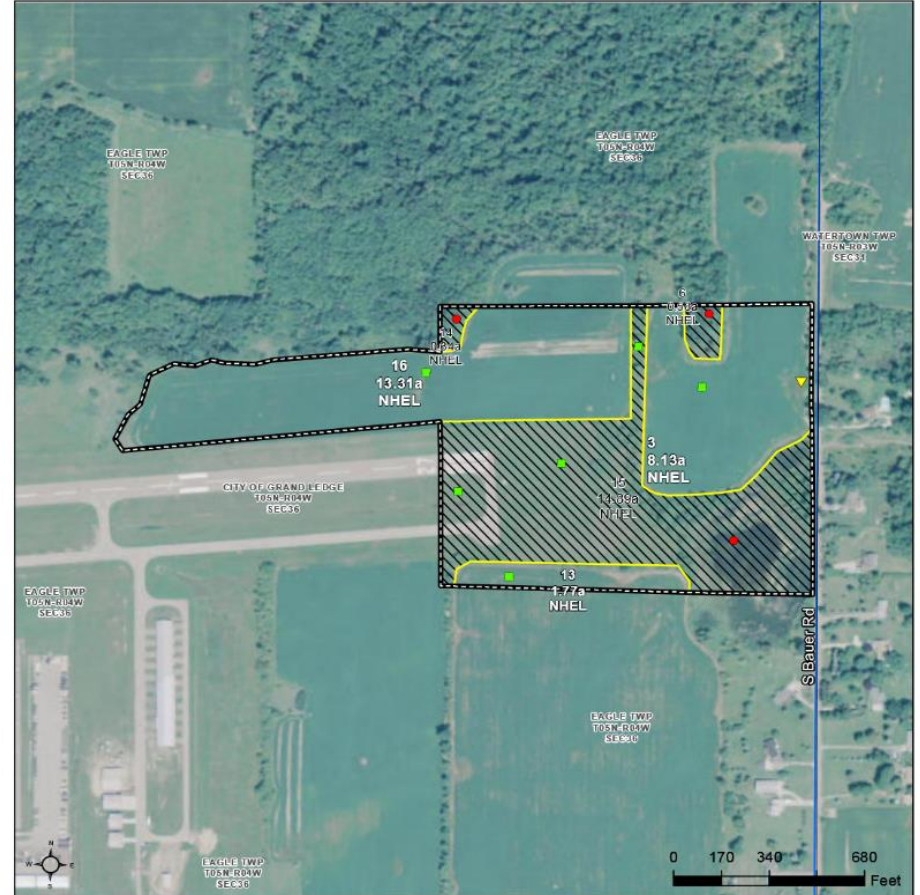
- |                         |  |
|-------------------------|--|
| <b>Common Land Unit</b> | <b>Wetland Determination Identifiers</b>       |
| Cropland                | Restricted Use                                 |
| Non-Cropland            | Limited Restrictions                           |
| Tract Boundary          | Exempt from Conservation Compliance Provisions |
| Section Line            |  |

**2016 Program Year**  
 Map Created October 09, 2015  
 2014 NAIP Imagery

**Farm 8633**  
**Tract 3605**

United States Department of Agriculture (USDA) Farm Service Agency (FSA) maps are for FSA Program administration only. This map does not represent a legal survey or reflect actual ownership, rather it depicts the information provided directly from the producer and/or National Agricultural Imagery Program (NAIP) imagery. The producer accepts the data 'as is' and assumes all risks associated with its use. USDA-FSA assumes no responsibility for actual or consequential damage incurred as a result of any user's reliance on this data outside FSA Programs. Wetland identifiers do not represent the size, shape, or specific determination of the area. Refer to your original determination (CPA-026 and attached maps) for exact boundaries and determinations or contact USDA Natural Resources Conservation Service (NRCS).

USDA United States Department of Agriculture  
**Clinton County, Michigan**



- |                         |  |
|-------------------------|--|
| <b>Common Land Unit</b> | <b>Wetland Determination Identifiers</b>       |
| Cropland                | Restricted Use                                 |
| Non-Cropland            | Limited Restrictions                           |
| Tract Boundary          | Exempt from Conservation Compliance Provisions |
| Section Line            |  |

**2016 Program Year**  
 Map Created October 09, 2015  
 2014 NAIP Imagery

**Farm 8633**  
**Tract 3640**

United States Department of Agriculture (USDA) Farm Service Agency (FSA) maps are for FSA Program administration only. This map does not represent a legal survey or reflect actual ownership, rather it depicts the information provided directly from the producer and/or National Agricultural Imagery Program (NAIP) imagery. The producer accepts the data 'as is' and assumes all risks associated with its use. USDA-FSA assumes no responsibility for actual or consequential damage incurred as a result of any user's reliance on this data outside FSA Programs. Wetland identifiers do not represent the size, shape, or specific determination of the area. Refer to your original determination (CPA-026 and attached maps) for exact boundaries and determinations or contact USDA Natural Resources Conservation Service (NRCS).

## INSTRUCTIONS & SPECIFICATIONS

### City of Grand Ledge's Abrams Municipal Airport Farmland Lease

1. PROPOSALS:

The bid price shall not include an allowance for State Sales Taxes or Federal Excise Tax. The City, upon request, will provide the successful bidder with properly executed tax exemption certificates or tax exemption numbers. All other taxes required by law shall be paid by the successful bidder.

Any proposal may be withdrawn or modified by written request, provided such request is received by the City at the above address prior to the date and time established for receipt of proposals. Proposals not so withdrawn shall constitute a firm offer to provide the services contained therein and shall remain firm for acceptance for sixty (60) days.

The cost of preparing a response to this RFP, including site visits, are the Bidder's sole responsibility and will not be reimbursed by the City of Grand Ledge.

2. QUALIFICATIONS OF BIDDERS:

Bidders must demonstrate the capability to, competently and responsibly, engage in soil cultivation and crop production and comply with the Lease Agreement. The City of Grand Ledge may make that investigation as it deems necessary to determine the ability of a bidder to do so. The City reserves the right to reject any proposal if the bidder fails to satisfy the City that they are qualified to perform the work contemplated.

The City may, in its sole discretion, require bidders to submit sworn statements as to financial ability, equipment, and experience in soil cultivation and crop production, and other matters that the City requires for the protection and welfare of the public in the performance of the Lease Agreement. Bidders offering proposals are strongly encouraged to incorporate such information into their proposals.

3. CONSIDERATION/AWARD OF LEASE AGREEMENT:

The City reserves the right to reject any or all proposals, to award the contract to other than the low bidder, to accept any or all alternatives, to waive irregularities and/or informalities, and, in general, to make the award in any manner deemed by it, in its sole discretion, to be in the best interest of the owner.

The City of Grand Ledge will consider all elements entering into the question determining the qualifications and responsibility of a bidder. The award of this contract shall be to the highest qualified and responsible bidder offering a compliant proposal. A qualified and responsible bidder is one who is not only financially able, but who is possessed of the judgment, skill, ability, capacity, and integrity requisite and necessary to perform the Lease Agreement according to its terms.

The City of Grand Ledge may supplement or change instructions and specifications during this process. Notice of supplementation or change shall be given through the issuance of an addendum.

Any addendum will be forwarded to all persons who have requested a proposal packet or submitted a proposal and will be posted on the City's website.

The City of Grand Ledge and/or its designee may choose to conduct interviews with qualified and responsible bidders. Further, qualified and responsible bidders may be required to make a presentation[s] to the City or its designee.

4. LEASE AGREEMENT:

The successful bidder shall execute a Lease Agreement within thirty (30) days after notice of award of the Lease Agreement is given. The RFP, Instructions and Specifications, and Proposal in their entirety form the primary basis of the Lease Agreement. The City intends to enter into a 3-year lease and reserves the right to review the lease terms annually.

The City of Grand Ledge reserves the right to supplement the Lease Agreement after proposal consideration and award. The City will *consider* supplemental Lease Agreement language submitted by the selected respondent.

5. LAWS, LABOR LAWS, and EQUAL EMPLOYMENT OPPORTUNITY

The selected bidder, as well as the City of Grand Ledge, must abide by and shall be subject to all applicable Federal, State, and Municipal laws, ordinances, and regulations, including those put forth by the Federal Aviation Administration. Additionally, the selected bidder shall obey and abide by all the laws of the State of Michigan relating to the employment of labor.

6. INDEMNIFICATION AND HOLD HARMLESS

The selected bidder agrees to indemnify and hold harmless the City of Grand Ledge and their officers, employees, and agents from any and all liability, loss, or damage as a result of claims, actions, suits, causes of action, proceedings, costs, expenses, judgments and liabilities of any kind whatsoever arising out of selected bidder's performance of the contractual work. It is further agreed that the selected bidder shall have the responsibility to the City of Grand Ledge for the proper performance of its professional services in conformity with the customary and usual result of the failure of such performance, provided such damages suffered by the City of Grand Ledge as a result of the failure of such performance, provided such damages are caused by the selected bidder's error, omission or negligent act, or the error, omission or negligent act of its officers, agents, or employees. No compensation will be paid to the selected bidder for services required to correct work arising out of the selected bidder's errors or omissions. Additionally, the selected bidder shall be responsible for any payment to other consultants/contractors to correct work arising from the selected bidder's errors and omissions. A representative of the selected bidder shall sign and submit Hold Harmless Agreement as evidence prior to the commencement of the contractual work.

7. INSURANCES

The selected bidder shall procure and maintain during the life of the contract the following insurance coverage from a company or companies licensed to sell insurance in Michigan with an A- A.M. Best rating, or equivalent: Workers Compensation in compliance with Michigan law; Comprehensive General Liability Insurance in the amount of \$1,000,000 each occurrence for Bodily Injury Liability and Property Damage Liability.

The insurance required shall be written for the greater of limits not less than the limits of liability specified or required by the law OR primary coverage of \$1,000,000 per occurrence. Insurance on an occurrence basis coverage shall be maintained without interruption from the date of commencement of operations under the contract until the date herein specified that coverage is no longer required. It is understood and agreed by naming the City of Grand Ledge as additional insured, the coverage afforded is considered to be primary and any other insurance the City of Grand Ledge may have in effect shall be considered secondary and/or excess.

All certificates of insurance must be forwarded to the City of Grand Ledge prior to the commencement of any work. Required insurance policies shall not be changed or canceled without ninety (90) days prior written notice to the City of Grand Ledge.

8. LATE PROPOSALS:

Proposals that are not timely received will not be accepted.